



Town of Wenham



2016
Annual Town Report
Part I

Town Directory

Assessor's Office	978-468-5520 Ext. 5
Board of Health	978-468-5520 Ext. 4
Council on Aging	978-468-5529
Emergency: Police and Fire	911
Finance Director / Treasurer / Collector	978-468-5520 Ext. 3
Fire Prevention Office (Non-Emergency)	978-468-5508
Highway & Water Departments, Cemetery, & Tree Warden	978-468-5520 Ext. 6
Inspectional Services / Permitting Office	978-468-5520 Ext. 4
Land Use	978-468-5520 Ext. 8
Library	978-468-5577
Police Department (Non-Emergency)	978-468-5500
Recreation Department	978-468-5590
Selectmen's Office	978-468-5520 Ext. 2
Town Accountant	978-468-5520 Ext. 7
Town Administrator	978-468-5520 Ext. 2
Town Clerk	978-468-5520 Ext. 1
Veterans' Services	866-347-8838
WISSH	978-468-5520 Ext. 9

Town Hall Hours:

Monday, Wednesday, & Thursday 9:00 am - 4:30 pm

Tuesday 9:00 am - 7:00 pm

Friday 9:00 am - 1:00 pm

Town Report

PART I

2016

To all the citizens of Wenham:

Your Board of Selectmen is pleased to submit this report of our town's activities for 2016.

The Annual Town Meeting will be held on Saturday, April 1, 2017 at the Bessie Buker School, 1 School Street. The Warrant for this meeting, along with the recommendations of the Finance and Advisory Committee and this Board, will be found in a separate booklet, Part II. We hope you will study it before the hearing on this warrant, which will be held at Wenham Town Hall in the Selectmen's Meeting Room on Monday, March 27, 2017 at 7:00 pm.

The Annual Town Election will be held on Thursday, April 6, 2017 from 7:00 am to 8:00 pm in the Selectmen's Room of Town Hall, 138 Main Street.

We trust you will give the warrant your consideration and come to the meetings prepared to participate actively in our deliberations.

Thank you,
John Clemenzi, Chairman
Jack Wilhelm, Vice Chairman
Catherine Harrison, Clerk

* Cover Photo: 2016 Sutphen Custom Pumper Fire Truck

Table of Contents

General Government

Town Elected and Appointed Officials	3
Board of Selectmen	10
Town Clerk	12
Annual Town Meeting Minutes	13
Presidential Primary Results	25
Annual Town Election Results	27
MA State Primary Election Results	29
State Election Results	31
Finance Department	32
Board of Assessors	33

Public Safety

Fire	34
Police	35

Public Works

Cemetery Commission	39
Department of Public Works	40
Water Department	41

Land Use

Conservation Commission	42
Historical Commission / Historic District	43
Commission	
Inspection Services / Permitting Office	44
Planning Board	45
Zoning Board of Appeals	46

Health & Human Services

Affordable Housing Trust	47
Board of Health	48
Council on Aging	49
Housing Authority	50
Veterans' Services	51
WISSH (Wenham Issues of Social	52
Service Help)	

Culture & Recreation

Community Preservation Committee	53
Cultural Council	54
Iron Rail Commission	55
Hamilton-Wenham Public Library	56
Library Board of Trustees	58
Pingree Park Playground Committee	59
Recreation Department	60
Veterans' Memorial Committee	61

Education

Hamilton-Wenham Regional School	62
District	
Essex North Shore Agricultural and	63
Technical School District	

Financial Documents Appendix A

Basic Financial Statements Appendix B

Warrant for the April 1, 2017 Part II Annual Town Meeting

Part II, the Warrant for the Annual Town Meeting, includes all matters to be voted on. Matters to be voted on do not appear in this report. Please bring Part II, the Warrant, with you to the Hearing and Town Meeting.

Elected Officials – Local

(With term end dates)

Assessors, Board of

Lisa Craig (2017)
Michelle Bailey (2018) (*Resigned*)
George Cantwell (2017) (*Appointed*)
Thomas Tanous, Chair (2019)

Cemetery Commissioners

Gary Cheeseman, Chair (2018)
Dana Bagnell (2017)
Harriet Davis (2019)

Health, Board of

Gerald T. Donnellan (2018)
Dr. Andrew Ting, Chair (2019)
Alyson Preston, RN (2017)

Library Trustees,

Hamilton-Wenham Public Library

Margaret Whittaker, Chair (2017) Wenham
Gwen Holt (2017) Hamilton
Nichole Gray (2019) Hamilton
Pat Purdy (2018) At Large
Judy Bubriski (2019) Wenham
Julie Clay (2018) At Large

Moderator

Anthony Feeherry (2016) (*Interim Appointed*)
Trudy Reid (2017)

Planning, Board of

David E. Geikie, Chair (2018)
Donald J. Killam, Jr. (2020)
Minot Frye (2021)
Virginia L. Rogers (2017)
Stephen Kavanagh (2019)

Regional School District

Jeanise Bertrand (2019)
Deborah Evans (2017)
Stacey Metternick, Chair (2017)
Hannah Fraley (2018) (*Resigned*)
Dennis Hurley (2018) (*Resigned*)
David Polito (2019)
Michelle Bailey (2019)
Jean Lee (2017) (*Appointed*)
Josh Liebow (2017) (*Appointed*)

Selectmen, Board of

Jack Wilhelm (2019)
Catherine Harrison (2017)
John Clemenzi, Chair (2018)

Town Clerk

Dianne Bucco (2017)

Tree Warden

Winslow Mulry (2017)

Water Commissioners

Ernest C. Ashley, Chair (2019)
Richard K. Quateman (2017)
Paul E. Mendonca (2018)

Wenham Housing Authority

Donald Luxton, Chair (2018)
Bruce Blanchard (2017)
Arthur Burt (2019)
Suzanne Thomas (2021)
Elizabeth Craig-McCormack (2020) (State Appointee)

Elected Officials – State & National

Massachusetts General Court

Representative (4th Essex District)
Bradford Hill

Senator (1st Essex and Middlesex District)
Bruce E. Tarr

United States Congress

Representative (6th District)
Seth Moulton

Senators
Edward Markey
Elizabeth Warren



Above: Peter Lombardi, Town Administrator; Representative Brad Hill; and John Clemenzi, Chair of the Board of Selectmen attending the annual Memorial Day services.



Above Right: Senator Bruce Tarr and Representative Brad Hill presenting outgoing Moderator Paul Weaver with certificates of commendation from the MA Legislature to recognize his many years of service to the Town of Wenham.



Right: Former Town Counsel and Town Moderator Paul Weaver passing his gavel to Interim Town Moderator Tony Feeherry at Annual Town Meeting on April 2, 2016.

Appointed Town Positions (One Year Term unless noted)

ADA Coordinator

James Reynolds

Animal Control

Stephen Kavanagh

Animal Control, Indigenous

Stephen Kavanagh

Animal Inspector

Anne Jackman

Assessor

Steven Ozahowski

Building Inspector

Charles Brett

Burial Agent

John Pews (*Deceased*)

William E. Wildes

Constables

Paul Mendonca

Calvin Perkins

Deputy Fire Chief

Stephen Kavanagh

Electrical Inspector

Robert B. Brown, Jr.

Electrical Inspector, Alternate

Mark Unger

Electrical Inspector, Assistant

Robert J. (BJ) Brown

Emergency Management, Deputy Director

Thomas Perkins

Emergency Management, Director

Robert Blanchard

**Essex North Shore Agricultural &
Technical High School Committee**

William Nichols (Three Year Term) (2019)

Executive Assistant to the Board of Assessors

Shirley Cashman

Fence Viewer

Charles Brett

Fire Captain & Fire Prevention Officer

Jeffrey Baxter

Fire Chief

Robert Blanchard

Health Agent

Gregory P. Bernard

Health Agent, Assistant

Roberta (Bobbie) Cody

Housing Authority Executive Director

Paula Mountain

Liquor Agent

Jeffrey Tobey

Logan Airport Community**Advisory Committee Representative**

Jill Romano

**Lumber, Surveyor of & Measurer
of Wood & Bark**

Gay Roland

**Metropolitan Area Planning Council
(MAPC) Representative**

Peter Lombardi

**Massachusetts Bay Transportation
Authority (MBTA) Representative**

Paul Mendonca

Moth Work, Superintendent of

Winslow Mulry

Oil Burner Inspector

Jeffrey Baxter

Parking Clerk

Debra Morong (*Resigned*)

Nicole Roebuck

Plumbing & Gas Inspector

Kevin Dash

Appointed Town Positions, Boards, & Committees

(One Year Term unless noted)

Police Captain

Jeffrey Tobey

Police Chief

Thomas Perkins

Public Health Nurse

Maribeth Ting

Town Accountant

Angel Wills (*Resigned*)

Richard Viscay (*Interim*)

Town Counsel

Kopelman & Paige (KP Law)

Tree Warden

Winslow Mulry

Treasurer / Collector

Leslie Davidson

Watershed District Designee

Erik Mansfield

Wiring Inspector

Robert B. Brown, Jr.

Affordable Housing Trust (Two Year Term)

Josh Anderson, Chair (2018)

Michelle Bailey (2018)

Judy Bubriski (2018)

Catherine Harrison (2017)

Joseph Hosler (2018)

Jamie White (2017)

Rick Woodland (2017)

Audit Committee

Rich Jones (2017)

Michael Lucy (2017)

Jack Wilhelm (2017)

Board of Election Registrars (Three Year Term)

Polly Beyer (2019)

Roseann Brozenske (2018)

Dianne Bucco (2017)

Betsy Lebel (2017)

Community Preservation Act Committee (Two Year Term)

Kennon Anderson (At-Large) (2018)

Arthur Burt (Housing Authority) (2019)

Denis Curran (Hamilton-Wenham Joint Rec.) (2018)

Harriet Davis, Chair (At-Large) (2019)

Barbara Locke (Historic District Commission) (2018)

Leo Maestranzi (Conservation Commission) (2018)

Virginia Rogers (Planning Board) (2017)

Tom Starr (At-Large) (2018)

Patrick Waddell (At-Large) (2019)

Conservation Commission (Three Year Term)

Robert Burnett (2019)

Philip Colarusso, Chair (2019)

Chris Gajeski (2018)

Leo Maestranzi (2018)

Michael Novak (2017)

Malcom Reid (2019)

Asma Syed (2017)

Council on Aging (Three Year Term)

Regina Baker (2019)

Elizabeth Colt (2017)

Susan Doughty (2019)

Diana Lang (2018)

Stephanie Mark (2018)

Alyson Preston (2019)

Penny Wingate, Chair (2017)

Economic Development Committee

Dana Begin

Rob Bossler

Doug D'Agata, Chair

Win Dodge

John Maestranzi

Norman Tarr

Johanna Wise Sullivan

Election Officers

Michelle Bailey

Regina Baker

Bruce Blanchard

Judith Bubriski

Joseph Cavanaugh

Julie Clay

Juliana Dodge

Linda Duryea

Appointed Boards & Committees

Election Officers (Continued)

Laurie Erhard
Melanie Giacalone
Dorothy Goudie
Janet Grey
Susan Herrick
Peter Hersee
Diana Lang
Morgan Liphardt
Patricia Lucy
Donald Luxton
Joanne Maestranzi
Paul Mendonca
Mary Miceli
Timothy O'Leary
Patricia Purdy
Carleen Rivers
Thomas Starr
Lauren Swartz
Thomas Tanous
Catherine Tinsley
Teresa Von Staats
Elizabeth Wright

Finance and Advisory Committee (Three Year Term)

Alexander Begin (2018)
Ned Flynn (2017)
Michael Lucy, Chair (2018)
Rick Quinn (2019)
Mike Therrien (2017)

Finance Director Screening Committee

Leslie Davidson
Sarah Johnson
Peter Lombardi, Chair
Steve Ozahowski
Mike Therrien

Historical Commission / Historic District Commission (Three Year Term)

Dana Bagnell (2018)
Don Bannon (2018)
Harriet Davis (2017)
Meredith Hiller (2017)
James Howard, Chair (2017)
Barbara Locke (2018)
Mary Wood (2017)

Hamilton-Wenham Community Access & Media (Three Year Term)

Brian Doser, Wenham (2019)
Thomas Rogers, Hamilton (2018)
Bob Gray, Hamilton (2017)

Hamilton-Wenham Cultural Council (Three Year Term)

Samantha Drislane, Wenham (2018)
Jennifer Drummond, Hamilton
Ann Furey, Hamilton
Emily Hayden, Hamilton
Kathryn Kranz, Hamilton
Charlotte Lidrbauch, Chair, Hamilton
Maureen Maier, Wenham (2019)
Sasha Nostrand, Hamilton
Lindsay Schnabel, Wenham (2019)
Kerry Wiersma, Wenham (2017)

Hamilton-Wenham Joint Recreation Committee (Three Year Term)

Denis Curran, Wenham (2018)
John Cusolito, Wenham (2017)
Len Dolan, Wenham (2019)
Steve Ozahowski, Chair, Hamilton
Brad Tilley, Hamilton
Phil Tocci, Hamilton

Iron Rail Commission (Three Year Term)

Ted Batchelder (2017)
Al Evans (2017) (*Resigned*)
James Romano, Chair (2017)
Jason Wachtel (2019)

Fire Department

Robert A. Blanchard, Chief
Stephen Kavanagh, Deputy Chief
Jeffrey Baxter, Captain, Fire Prevention Officer
Daniel Sullivan, Captain
Thomas Curran, Lieutenant
Gary Blaney, Lieutenant
John Joyce, Lieutenant
Christopher Jones, Lieutenant
Jacob Kreyling, Lieutenant
Michael Binns, Senior Firefighter
William Jones, Senior Firefighter
Richard Bertone, Firefighter
Benjamin Blanchette, Firefighter
Anthony Della Croce, Firefighter
Mark Gates, Firefighter

Appointed Boards & Committees

Fire Department (Continued)

Kevin MacDonald, Firefighter
Sean McCarthy, Firefighter
David T. Marsh, Firefighter
Leonard Tuneburg, Firefighter
William Wildes, Firefighter
Rev. Michael Duda, Chaplain

Police Department

Chief Thomas C. Perkins
Captain Jeffrey W. Tobey (*Retired*)
Sergeant Jonathan B. Gray
Sergeant Michael Mscisz
Sergeant Christopher J. Machain
Patrolman David T. Marsh
Detective Shane M. Kavanagh
Patrolman Chad P. Labrie
Patrolman William J. Carney
Patrolman Michael J. Chandler
Susan M. Hersee, Administrative Asst.
Dean W. Pedersen, Chaplain

Police: Reserve Officers

Matthew F. Almeida (*Retired*)
Brent T. Morong (*Retired*)
Robert C. Breaker
Mia Cefalo
Steven Farinato
David Farry
William J. Foley (*Retired*)
Wesley S. Izidoro
Stephen Lovely
Lawrence Nestor
Michael F. Perry
Brian J. Pratt
Christopher T. Sanborn
Richard J. Sherry
Shawn T. Tinsley
Scott W. Wood
Paul Mendonca, Constable
Calvin M. Perkins, Constable

Police Matrons

Noelle Bowie-Pierce
Mia Cefalo
Susan Hersee
Catherine Tinsley

Open Space & Recreation Committee

Ernest Ashley
Arthur Burt
Phil Colarusso
Chris Gajeski, Chair
Thomas Starr
Asma Syed, Vice-Chair
Ann Weeks
Bill Wilson

Pingree Park Playground Committee

Marisa Bartlett
Amy Brown
Lisa Fall, Chair
Kate Kilpatrick
Victoria Kunzer
Corrie Sprague

Veterans' War Memorial Committee

Bruce Blanchard, Co-Chair
Robert Blanchard
Albert W. (Win) Dodge
Peter Hersee, Co-Chair
Stephen Kavanagh
Dean Pederson
John Perkins
Thomas Tanous
William Tyack

WISSH (Three Year Term)

Marisa Bartlett, Chair (2019)
Julie Clay (2019)
Tracey Hutchinson (2019)
Donald Killam (2018)
Candy Kuebel (2018)
Jane Pederson (2017)
Calvin Perkins (2018)
Trudy Reid (2019)
Linda Rich (2019)
Thomas Tanous (2017)
Maribeth Ting (2017)

Zoning Board of Appeals (Three Year Term)

Jeremy Coffey (2017)
Anthony M. Feeherry, Chair (2018)
Shaun Hutchinson (2019) (*Resigned*)
Chris Vance (2019)

Town Staff

Administrative Assistant to the Town Clerk

Teresa von Staats

Council on Aging Director

James Reynolds

Council on Aging Staff

Lloyd Durgin, Van Driver

Warren (Bob) Gray, Van Driver

Traci Massimi, Outreach Coordinator

Cathy Tomasello, Administrator

Nick Richards, Van Driver

DPW Director / Highway Superintendent

William Tyack

DPW/Water/Cemetery Administrative Assistant

Sheila Bouvier

DPW Staff

Keith Carter, Foreman

Shawn Davis, Driver / Operator

Travis Good, Group Leader, Operator

Michael Martin, Mechanic / Operator

Sean McCarthy, Truck Driver / Operator

Ben Tuneburg, Truck Driver / Operator (*Resigned*)

Bob Viel, Equipment Operator

Bill Wildes, Driver / Operator

Facilities Manager

Mark Gates

Finance Director

Angel Wills (*Resigned*)

Hamilton-Wenham Library Director

Jan Dempsey

Hamilton-Wenham Library Assistant Director

Robert Pondelli

Hamilton-Wenham Library Staff

Chris Burns

Kim Claire

Kerry Crockett

Karen D'Ambrosio

Hamilton-Wenham Library Staff (Continued)

Nancy Day

Lorraine Der

Amy Dziewit

Miranda Griffiths

Anne Hanrahan

Sarah Lauderdale

Josh Lear

Dede McManus

Rebecca Shea

Stephanie Smith

Hamilton-Wenham Recreation Director

Sean Timmons

Payroll Coordinator & Finance Assistant

Karen Moulton

**Permitting Coordinator
& Special Projects Assistant**

Jackie Bresnahan

Planning Coordinator

Emilie Cademartori (*Resigned*)

Margaret Hoffman

Recording Secretary

Catherine Tinsley

Town Administrator

Peter Lombardi

Town Administrator's Executive Assistant

Catherine Tinsley (*Interim*)

Nicole Roebuck

Veterans' Services Officer, Eastern Essex District

Karen Tyler

Water Superintendent

Erik Mansfield

Board of Selectmen

We accomplished many of our collective goals and look forward to continued success in working to ensure that we provide the level of services that the residents of Wenham expect.

Goals Achieved in 2016:

- Negotiated Host Community Agreement with developers and owners of Lakeview property after deciding not to exercise the Town's Right of First Refusal on these 32 acres of chapter land. The terms of the agreement ensure that this new residential development, once permitted, will have a limited footprint under the Town's Flexible Development Bylaw, will be set back from the roadway to preserve existing views, will include at least 40% of contiguous open space, and will be fully age restricted, thereby significantly limiting the impact on town services.
- Developed Request For Proposals, solicited bids, negotiated terms of contract, and successfully coordinated transition to new waste hauler vendor without any service interruptions and on very tight timeline.
- Received \$25,300 in grant funding through the Community Compact program to assist in implementing best practices in financial management and citizen engagement. Utilized funds to complete an updated 5-Year Capital Improvement Plan and to offer a new mobile application service, SeeClickFix, that enables residents to report non-emergency issues directly to Town staff. The balance of this grant funding will be used in 2017 to develop an online Visual Budget platform that will give residents an opportunity to see how their tax dollars are spent.
- Created the Town's first-ever Citizens Leadership Academy, a 10-week course for residents to connect with Town staff, better understand the services we provide, and become more engaged in Town government.
- Expanded participation in our Senior Tax Work Off Program from 3 to 10 residents and increased maximum abatement to \$1000 as approved by Town Meeting in the spring.
- Executed an Intermunicipal Agreement with Hamilton and the Hamilton-Wenham Regional School District to share the services of an Energy Manager and supported the successful joint application for \$500,000 in Green Community funding to upgrade the HVAC system at the Middle/High School.
- Coordinated multiple legal training sessions held by Town Counsel to provide updated information to Town staff and officials on the Open Meeting Law, State Ethics, and the new Public Records Law.
- Developed and approved Public Records Request Policy to comply with new state requirements.
- Worked with Enon One Working Group to design new structure to house historic pump behind Town Hall and secured necessary approvals from the Historic District Commission.
- Secured \$103,940 in Sustainable Water Management Initiative grant funding from MassDEP in conjunction with Danvers, Middleton, Topsfield, Hamilton, and Lynnfield to explore potential regional solutions to address water resource constraints.
- Created several new committees (Open Space and Recreation, Economic Development, Pingree Park Playground, and 375th Anniversary) and supported their efforts on related initiatives.
- Assisted the Historic District Commission in securing \$10,000 in grant funding from the Massachusetts Historical Commission to conduct an extensive survey of the historic properties in the areas of town that fall outside of the Historic District.
- Adopted an Other Post-Employment Benefits (OPEB) Funding Policy in line with recommendations of the Audit Committee and our actuarial analysis to address unfunded liabilities and to help maintain Town's AAA bond rating.
- Negotiated and approved new three year collective bargaining agreements with all three unions and five Department Heads whose contracts were set to expire.
- Secured \$9,600 in grant funding through MIIA's Risk Management program to complete a comprehensive audit of the Town's personnel policies and procedures.

Board of Selectmen

Noteworthy Developments in 2016:

- Jack Wilhelm was re-elected to the Board of Selectmen in April, his second term on the Board.
- Welcomed several new employees to Town Hall: Planning Coordinator, Margaret Hoffman; Principal Assessor, Steve Ozahowski; Executive Assistant to the Town Administrator, Nicci Roebuck; Finance Assistant & Payroll Clerk, Karen Moulton; Administrative Assistant to the Town Clerk, Terry von Staats; Assistant Health Agent, Bobbie Cody. Our thanks to Catherine Tinsley, Tony Fields, and Rich Viscay who helped fill interim roles for some of these positions during the transition period.

Priorities for 2017:

- Continue to rigorously evaluate fiscal challenges and develop a long-range strategy to balance level of services with increasing budgetary pressures.
- Continue to develop new ways to solicit active citizen involvement and broader participation in Town government.
- Move strategic land use planning initiatives forward, including completing an update to the Town's Open Space and Recreation Plan, conducting more outreach to residents to better understand what their priorities are, making progress on Boulder Lane, and identifying other potential development opportunities.
- Complete codification project to organize and update Town and Zoning bylaws into comprehensive and searchable database.

Looking Ahead:

The Selectmen will continue to be faced with a variety of challenges and opportunities in 2017. One key challenge for our community remains balancing the rural nature of Wenham with the need to generate revenue to support the growing costs of Town services. Building the operating budget for FY 2019 and beyond will prove increasingly difficult, as we struggle to account for growing budgetary pressures with limited short-term alternatives or recourse. Our priorities for the coming year reflect a concerted effort to make progress on a number of fronts in these areas.

The Board of Selectman believes that we are very fortunate to be served by the dedicated employees working on the Town's behalf, as well as the outstanding volunteer boards that we rely on – we greatly appreciate your continued commitment to serving the community. We also want to thank the residents for their continued trust and support as we lead the community forward, always striving to reflect your interests in the work that we do everyday on your behalf.

Board of Selectmen

John Clemenzi, Chair
Jack Wilhelm, Vice Chair
Catherine Harrison, Clerk



Left to right: John Clemenzi, Catherine Harrison, and Jack Wilhelm

Town Clerk

It is the mission of the Town Clerk's Office to be a reliable provider of information and quality services to the community and its residents, to work cooperatively and in concert with all departments, boards and committees, and to comply with all state and local statutes.

The office posts all public meetings in accordance with the Open Meeting Law. The office fulfills requests for general information about the Town, genealogical information, certified copies of vital records, and requests for any legal decisions made by the Town boards. The Town Clerk is responsible for all local, state and federal elections, recording and certifying all official actions from Town Meetings, managing the annual census, maintaining the voter registration rolls and recording the births, deaths and marriages of our residents. The Town Clerk administers the oath of office to all elected, appointed and hired officials for the Town.

The Wenham Town Clerk also processes Pleasant Pond beach passes, DPW receipts, marriage licenses, dog registrations, raffle permits and business certificates throughout the year.

Goals Achieved in 2016:

- The Welcome to Wenham packet was completed and is available online and in the Clerk's office.
- Work has continued in making more of the Town's historical records more accessible by completing databases of births from 1860 to present and of elected officials from 1870 to present.
- The Clerk has continued to reach out to the community via the monthly "Clerk's Corner" column in the local paper, through the Wenham Town Clerk's Facebook page, and by speaking at events for local organizations.
- The office collaborated with the Buker School to educate students on citizenship and elections processes.

Priorities for 2017:

- Focus on the marriage records and records of appointments to make them as accessible as those of the births and deaths.
- Continue to find ways to reach out to the community at large to increase resident participation and improve communication.
- Increase information available on the Clerk's website.

Significant Statistics as of December 31, 2016:

	Population	Registered Voters	Births	Deaths	Marriages	Dog Licenses
2014	5,132	2,662	23	29	19	450
2015	4,968	2,596	23	36	23	450
2016	5,078	2,838	30	37	17	628

The Town Clerk's Office welcomed Teresa von Staats as the part-time administrative assistant. In 2016, we had a Presidential Primary, an Annual Town Meeting, an Annual Town Election, a State Primary and a State Election. I would like to recognize all the election officers who worked extremely effectively and impartially during this busy election year. I thank all the registered voters for exercising their voting rights throughout this year.

I appreciate the Buker School students and staff for their interest in civic affairs and willingness to participate in two mock elections. The students voted for the shape of the 2017 dog tags to be a shield. I would like to acknowledge the Town Hall staff for being so accommodating to all the changes in and around the Clerk's Office this past year especially for the election processes. The Clerk's Office relies on the help of volunteers to run smoothly and efficiently. Lots of gratitude goes out to Diana Lang, Judy Bubriski, Janet Grey, Connie Perron and Stephanie Mark for all the time they committed to the office in 2016.

I would like to take this opportunity to sincerely thank the residents of Wenham for their support throughout the year in allowing me to serve the Town.

Respectfully submitted,

Dianne K. Bucco

Minutes: Annual Town Meeting

April 2, 2016

Opening

Interim Town Moderator, Anthony Feeherry, called the meeting to order at 1:07 PM. He welcomed everyone and thanked Paul Weaver for his 28 years of service as the Town Moderator. Senator Bruce Tarr and Representative Brad Hill both thanked Paul for his years of service and presented him with citations from the Senate, the House of Representatives, and Governor Baker.

After the transfer of the Town's official gavel, Mr. Feeherry explained how he came to be the Interim Moderator for this Annual Town Meeting. He agreed to the two criteria identified by the Board of Selectmen: to be available for a pre-town organizational meeting and not to run for the open seat as Town Moderator in the upcoming election. Mr. Feeherry noted that he had served as Interim Moderator in the past. He had also consulted with both Paul Weaver and the Town's current counsel, Lauren Goldberg of Kopelman and Paige on procedural and substantive issues. He asked for the voter's patience and not hearing any objections, he continued with the meeting.

Mr. Feeherry thanked Boy Scout Troop 28 for delivering the annual Town Report and Warrant, the Wenham Village Improvement Society for the lunch served prior to Town Meeting, the Ayers Family for the flowers donated in memory of Hilda Rice Ayer, and the Town Hall and Police Station Building Committee, which dissolved in December for its work completing both projects.

Dianne Bucco, Town Clerk, confirmed that the Constable had attested to the proper posting of the warrant on March 24, 2016. She also confirmed that the quorum of 5% of registered voters (133) had been met as of 1:13PM. (A final total of 194 voters and 21 non-residents were present for the meeting.) The Moderator gave an overview of the 22 articles in the Warrant and began with the first.

Warrant Articles

Article 1: Budget Appropriations

Purpose. To see if the Town will determine what sum of money may be necessary to defray the Town's expenses of the twelve month period (Fiscal Year 2017) beginning July 1, 2016 and ending June 30, 2017 and to make appropriations for the same and to determine the source thereof. Or take any other action relative thereto.

Recommendation. The Board of Selectmen recommended favorable action (3-0-0) as did the Finance & Advisory Committee (4-0-0).

Commentary. Mr. Lucy gave an overview of the budget. After presenting the details of the budget process, he concluded by saying, "The levy limit of \$85,577 will be tight going into FY 2018 but for this year, the Committee did all they could to get the job done."

Motion. Mike Lucy, Chair of the Finance and Advisory Committee, moved on behalf of the Committee that the Town vote to raise and appropriate the total sum of \$17,281,165 to defray the Town's expenses for FY 2017, all as set forth under the column entitled "Finance Committee Budget 07/01/16 – 06/30/17" appearing in the Warrant under Article 1.

Discussion. During the reading of the budget, there were two holds: line item 199, Iron Rail, and line item 315, Hamilton Wenham Regional School District (HWRSD).

Al Evans, 12 Porter Street, brought attention to the Iron Rail facilities' need for funding. He communicated that the building generates money for the Town but has no expense budget. Mr. Lucy responded that the Finance and Advisory Committee will look forward to discussing this in the coming year.
Michelle Bailey, 2 Remington Road, wanted to be sure to hear the HWRSD report.

HWRSD Report. Dr. Harvey, Superintendent of the HWRSD, thanked the Board of Selectmen, the Town Administrator, and the Assistant Superintendent. He also recognized School Committee chair, Larry Swartz, for his many years of service to the children of Hamilton and Wenham. He then explained the level service budget that the District had presented to the Towns. He concluded by saying, "The District strives to do good work in supplying a world class education for the children while being responsible to the tax payers of Hamilton and Wenham."

Additional Discussion. Paul Mendonca, 38 Arbor Street, questioned the variance of \$11K he had noticed in the budget. Angel Wills, Finance Director, explained that it was due to the transfer from an expense line of the highway department to the highway street and maintenance capital fund.

Action Taken. Article 1 passed by unanimous vote.

Consent Calendar: Articles 2-7

The Moderator read each article in the consent calendar and because there were no holds, noted that the meeting could vote on all 6 articles together.

Article 2: Use of Free Cash to Balance the Budget and Level the Tax Rate

Purpose. To see what sum of money, if any, the Town will vote from FY 2015 Free Cash to be used to balance the budget and level the tax rate for the period July 1, 2016 to June 30, 2017. Or take any other action relative thereto.

Motion. The Finance and Advisory Committee moved that the Town vote to transfer the sum of \$750,000 from FY 2015 Free Cash to balance the budget and level the tax rate for the period July 1, 2016 to June 30, 2017.

Article 3: Cemetery and Other Trust Funds

Purpose. To accept the Cemetery and other Trust Funds received in FY 2015, as printed in Part I of the Town Report and on file with the Town Clerk. Or take any action relative thereto.

Motion. The Finance and Advisory Committee moved that the Town vote to accept the Cemetery and Other Trust Funds received in FY 2015 as printed in Part I of the Town Report and on file with the Town Clerk.

Article 4: Cemetery Maintenance Fund Transfer

Purpose. To see if the Town will vote to authorize the Treasurer to withdraw a sum of money, not to exceed \$5,000 from the Sale of Cemetery Lots - Receipts Reserved for Appropriation account, after July 1, 2016 and before June 30, 2017, and transfer and deposit said funds into the General Fund. The purpose of the transfer is to subsidize Highway Department expenditures for the care and operation of the three cemeteries in the Town of Wenham. Or take any action relative thereto.

Motion. The Finance and Advisory Committee moved that the Town vote to authorize the Treasurer to transfer \$5,000 from the Cemetery Perpetual Care Trust Fund for use during FY 2017 for Highway Department expenditures in connection with the care and operation of the three cemeteries in the Town of Wenham.

Article 5: OPEB Fund Appropriation

Purpose. To see if the Town will vote to raise and appropriate a sum of money for deposit in the Other Post-Employment Benefits Liability Trust Fund (OPEB) to reduce the unfunded liability of health care and other post-employment benefits to which the Town of Wenham is obligated. Or take any other action relative thereto.

Motion. The Finance and Advisory Committee moved that the Town vote to raise and appropriate the sum of \$20,000 for deposit in the other Post-Employment Benefits Liability Trust Fund to reduce the unfunded liability of health care and other post-employment benefits to which the Town of Wenham is obligated.

Article 6: Road Work – Chapter 90 Funding

Purpose. To see if the Town will vote from available funds a sum of money for work on Town Roads, subject to conditions detailed by the Massachusetts Department of Transportation Highway Division, pursuant to Chapter 30, Section 39M; Chapter 149, Section 44J; and Chapter 149, Section 26-27F; said work to conform to the requirements of the Massachusetts Department of Transportation Highway Division. Or take any other action relative thereto.

Motion. The Finance and Advisory Committee moved that the Town vote to accept such funds as are made available by the Commonwealth of Massachusetts under the so-called Chapter 90 program or any other federal or state grant program and transfer from available funds sums necessary for road work and other projects, subject to and in conformance with conditions detailed by the Massachusetts Department of Transportation Highway Division, pursuant to Chapter 30, Section 39M; Chapter 149, Section 44J; and Chapter 149, Section 26-27F.

Article 7: H-W Grounds Maintenance Revolving Fund

Purpose. To see if the Town will vote to re-authorize a revolving fund pursuant to MGL Chapter 44, Section 53E1/2 for the following department for the specific purposes outlined below for Fiscal Year beginning July 1, 2016 and ending June 30, 2017. Or take any other action relative thereto.

Motion. The Finance and Advisory Committee moved that the Town vote to re-authorize the H-W Grounds Maintenance revolving fund pursuant to MGL Chapter 44, Section 53 E1/2, to which shall be credited fees and reimbursements from the Town of Hamilton and the Hamilton Wenham Regional School District, which funds shall be expended for paying employees, purchasing supplies, services, equipment, and miscellaneous expenses related to grounds maintenance; to be expended by the DPW; not to exceed \$20,000 during fiscal year 2017.

Recommendation on Consent Calendar. The Board of Selectmen recommended favorable action on all six articles in the Consent Calendar (3-0-0) as did the Finance & Advisory Committee (4-0-0).

Motion on Consent Calendar. Mike Lucy, Chair of the Finance and Advisory Committee, moved on behalf of the Committee that Articles 2 through 7 be approved as printed.

Discussion. None.

Action Taken. The Consent Calendar (Articles 2 through 7) passed by unanimous vote.

Article 8: Payment of FY 2015 Legal Bill

Purpose. To see if the Town will vote to appropriate a sum of money, not to exceed \$5,000, to pay a bill to the law firm of Blatman, Bobrowski, Mead & Terman, LLC for legal work in FY 2015 related to consideration of a petition to convert Penguin Hall into an addiction treatment facility. Or take any other action relative thereto.

Recommendation. The Board of Selectmen recommended favorable action (3-0-0).

Motion. Alex Begin of the Finance and Advisory Committee moved on behalf of the Committee that the Town vote to transfer from free cash \$4,434.00 to pay a bill to the law firm of Blatman, Bobrowski, Mead & Terman, LLC for legal work in FY 2015 related to consideration of a petition to convert Penguin Hall into an addiction treatment facility.

Discussion. None.

Action Taken. Article 8 passed by unanimous vote.

Article 9: Water Department – Capital Expenditure

Purpose. To see if the Town will vote to transfer a sum of money, not to exceed \$35,000, from the Water Surplus Account (29-300-3560) to the Water Capital Account (29-450-5800) for costs associated with the purchase and equipping of a light duty truck or take any other action relative thereto. Current balance in Water Surplus Account is \$160,443.29. Or take any other action relative thereto.

Recommendation. The Board of Selectmen recommended favorable action (3-0-0) as did the Finance & Advisory Committee (4-0-0).

Motion. Ernest Ashley, Chair of the Water Commission, moved on behalf of the Commission that the Town vote to transfer \$35,000 from the Water Surplus Account (29-300-3560) to the Water Capital Account (29-450-5800) for the purchase and equipping of a light duty truck.

Discussion. None.

Action Taken. Article 9 passed by unanimous vote.

Article 10: CPA Appropriations

Purpose. To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2017 Community Preservation budget; to appropriate from the Community Preservation Fund a sum of money to meet the necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2017 and to approve the appropriation to expend or set aside the following amounts as recommended by the Community Preservation Committee: a sum of money for the acquisition, creation and preservation of open space; a sum of money for acquisition, creation, preservation, rehabilitation, and restoration of land for recreational use; a sum of money for the acquisition, preservation, rehabilitation, and restoration of historic resources and a sum of money for the acquisition, creation, preservation and support of community housing. Or take any other action relative thereto.

1) To see if the Town will vote to approve the following transfers of Community Preservation Act funds:

- a) The sum of \$138,000, for the purpose of reserving a minimum of 10% of the total FY 2017 estimated CPA revenue to be transferred as follows:
 - i) \$46,000 to the “FUND BALANCE RESERVED FOR HISTORIC RESOURCES”
 - ii) \$46,000 to the “FUND BALANCE RESERVED FOR OPEN SPACE & RECREATION”
 - iii) \$46,000 to the “FUND BALANCE RESERVED FOR COMMUNITY HOUSING”

- b) The sum of \$314,500 from FY 2017 estimated CPA revenue to FY 2017 BUDGETED RESERVES
- 2) The following sums to be appropriated from the indicated CPA source for the following purposes:
 - a) The sum of \$64,100 from CPA FUND BALANCE to the First Church of Wenham for renovation work on the bell and clock tower including \$14,100 for the specific purpose of repairing the clock face and hands owned by the Town.
 - b) The sum of \$131,937.50 from CPA FUND BALANCE and \$12,000 from HISTORIC RESOURCES for the purpose of paying the debt service in FY 2017 on the \$2,151,421 supplemental borrowing under Massachusetts General Laws, Chapter 44 and 44B for the rehabilitation of the 162 year old Wenham Town Hall Building located at 138 Main Street in accordance with the plans developed and administered by the Wenham Town Hall and Police Station Building Committee.
 - c) The sum of \$20,000 from CPA FUND BALANCE to the Friends of Winthrop School for renovation to the Winthrop Playground.
 - d) The sum of \$50,000 from CPA FUND BALANCE to the Town of Wenham to help fund the design and construction of a structure to house ENON-1 – the Town’s historic 19th century fire pumper.
 - e) The sum of \$35,000 from HISTORIC RESOURCES to the Wenham Cemetery Commission for the final phase of restoration of 161 historic gravestones in the Main Street Cemetery.
 - f) The sum of \$22,592.64 from CPA FUND BALANCE to the Hamilton / Wenham Recreation Committee for Wenham’s share of the design and engineering of a conceptual plan for sports fields which is included in the HWRHS Recreation Master Plan. This is contingent upon Hamilton funding their portion of the total costs not to exceed \$67,240.
 - g) The sum of \$10,000 from CPA FUND BALANCE to the Veterans’ War Memorial Committee.
 - h) The sum of \$7,500 from FY 2017 estimated CPA revenue to the CPA Administrative account.

Recommendation. The Board of Selectmen recommended favorable action (3-0-0) on the entire Article 10 as did the Finance & Advisory Committee (4-0-0).

Commentary. Harriet Davis, Chair of the Community Preservation Commission, recognized the other eight committee members: Kennon Anderson, Arthur Burt, Denis Curran, Barbara Locke, Leo Maestranzi, Virginia Rogers, Tom Starr and Patrick Waddell, who all “worked diligently over the year.” Ms. Davis explained that the “state match” of CPC funds is misleading because the State does not give the Town an exact dollar for dollar match. Last year, Wenham received 60% from the State, which is the maximum allowance.

Ms. Davis noted that in FY 2015, the CPC funded nine applications that are outlined in the current Annual Report for a total of just under 1 million dollars. This year the CPC has approximately 2 million dollars available to spend. They received 9 applications by the January due date. After reading the applications, hearing the presentations and discussing the projects, the Committee voted on February 22, 2016 to recommend to Town Meeting 7 projects, although not all at their requested amounts. These total \$350K which leaves about 1.7 million for future expenditures.

Ms. Davis also noted that for clarity, she on behalf of the Community Preservation Committee would make nine motions to cover the contents of Article 10.

Motion One - Article 10 (1a, 1b, and 2h). Ms. Davis moved that the Town vote to transfer from FY 2017 Community Preservation Fund estimated annual revenues the total sum of \$138,000, as follows: \$46,000 to the Historic Resources Reserve, \$46,000 to the Open Space and Recreation Reserve, and \$46,000 to the Community Housing Reserve.

And 1(b) that the Community Preservation Committee moves that the Town vote to transfer the sum of \$314,500 from FY 2017 Community Preservation Fund estimated annual reserves to the FY 2017 Community Preservation Fund Budgeted Reserve.

And 2(h) that the Community Preservation Committee moves that the Town vote to appropriate the sum of \$7,500 from FY 2017 Community Preservation Fund estimated annual revenues to the Community Preservation Committee for FY 2017 administrative costs.

Discussion. None

Action Taken. Article 10 (1a, 1b and 2h) passed by unanimous vote.

Motion Two - Article 10 (2b). Ms. Davis moved that the Town vote to appropriate the sum of \$131,937.50 from Community Preservation Fund Fund Balance and \$12,000 from the Community Preservation Fund Historic Resources Reserve for the purpose of paying FY 2017 debt service on the \$2,151,421 supplemental borrowing for the rehabilitation of the 162 year-old Wenham Town Hall building located at 138 Main Street.

Commentary. Ms. Davis explained that this needs to be voted on yearly because it is not part of the original bonding

CPA funds. “If we don’t fund it this way, it will go on the tax rate. So this way we get some State money to help cover it.”

Discussion. None

Action Taken. Article 10 (2b) passed by unanimous vote.

Motion Three – Article 10 (2a). Ms Davis moved that Town vote to appropriate the sum of \$64,100 from the Community Preservation Fund Fund Balance as a grant to the First Church of Wenham for renovation work on the bell and clock tower with \$50,000 for the bell and clock tower, and \$14,100 for repairing the clock face and hands owned by the Town, and further, to authorize the Board of Selectmen to accept an historic preservation restriction in said bell and clock tower meeting the requirements of G.L. c.180, §§31-33.

Commentary. Ms. Davis explained that the Town owns the clock which is in the Church’s tower. The Church had to fix the tower last year because of its deplorable condition. The Church did ask for more money than the CPC is currently funding but the Committee is “delighted to do this in order to restore our historic town square.”

Discussion:

David Geikie, 204 Larch Row, asked for clarification on the ownership of the clock and the tower and also why the CPC was paying for work that was previously completed. Ms. Davis responded that the work was done in 2014 and paid for out of the Church’s endowment and that the CPC is helping to pay their endowment back \$50K. She explained that State Law allows the CPC to pay for work previously completed for a private entity but could not do the same for a municipal one.

Bill Weihs, 11 Kimball Avenue, spoke for the Church and explained that the Church had to do an emergency repair on the clock and tower because it was unsafe. He also explained that the cost of the repairs (\$200K) exceeded what the Church had requested from the CPC. Mr. Weihs also shared a small bit of Church history by saying that the Church served the Town as the official meeting house for over 2 centuries from 1644-1856.

Action Taken. Article 10 (2a) passed by majority vote.

Motion Four – Article 10 (2c). Ms. Davis moved that the Town vote to appropriate the sum of \$20,000 from Community Preservation Fund Fund Balance to the Friends of Winthrop School for renovation to the Winthrop Playground.

Commentary. Ms. Davis noted that Hamilton had approved the \$25K for this cause at their earlier Town Meeting.

Discussion.

Eric Tratnyek, 17 Fiske Road, questioned whether other elementary schools would receive the same allocation and how many Wenham students were at the Winthrop School. He stated that he thinks there are many playgrounds in Town and that Pingree Park might be a better use of these funds.

The following residents spoke in favor of the project:

Dana Begin, 114 Cedar Street, and Nancy Waddell, 5 Great Pond Road, spoke to the fact that many Wenham children attend the school, that residents of both Towns use the school and its grounds and that if the other elementary schools wanted to submit applications for funds they would be considered by the CPC as well.

Leo Maestranzi, 80 Larch Row, a CPC member, explained that he supported this request because the organization has community support and had already raised a good portion of the funds needed by private donations.

Jen Daniels, from the Friends of Winthrop thanked the CPC and explained that they had raised 67% of the funds needed and that the money from the CPC would cover 12% of the project cost. She also explained that the Winthrop School houses 20% of the special needs population in our towns, 12% of whom have severe disabilities, and that this CPC money would assist with rubber surfacing rather than wood chips to accommodate these children.

Action Taken. Article 10 (2c) passed by majority vote

Motion Five – Article 10 (2d). Ms. Davis moved that the Town vote to appropriate the sum of \$50,000 from the Community Preservation Fund Fund Balance for the design and construction of a structure to house ENON-1 – the Town’s historic 19th century fire pumper.

Commentary. Ms. Davis explained that Enon-1 has been in a museum in Newbury while the Town Hall and Police Station were under construction and now it is time to bring it back. Enon-1 is one of the very few pieces of 19th century fire equipment in existence. She said the intent is to display it behind the Town Hall in a structure.

Discussion.

Leo Maestranzi, 80 Larch Row, a CPC member stated that he did not support this project because there has not been any private fundraising.

Edmond Bertand, 28 Perkins Street, and Eric Tratnyek, 17 Fiske Road, questioned the value and ownership of Enon-1 as well as the cost for its current storage. Ms. Davis answered that the storage in Newbury was pro bono.

Don Killam, 24 Perkins Street, a member of the original committee that raised funds to construct the building in which Enon-1 had been housed until the construction of the Police Station/Town Hall, said that he believes that "Enon-1 is an asset to the Town" and hopes the Town will help pay for its storage this time.

Fire Chief Bob Blanchard explained that since the fundraising for the Veterans War Memorial is now complete, the working group for Enon-1 will start its fundraising as "it is a priceless piece of equipment."

Action Taken. Article 10 (2d) passed by majority vote

Motion Six - Article 10 (2e). Ms. Davis moved that the Town vote to appropriate the sum of \$35,000 from the Community Preservation Fund Historic Resources Reserve to the Wenham Cemetery Commission for the final phase of the restoration of 161 historic gravestones in the Main Street Cemetery.

Commentary. Ms. Davis explained that this money is to complete the final phase of this restoration.

Discussion. None

Action Taken. Article 10 (2e) passed by majority vote

Motion Seven - Article 10 (2f). Ms. Davis moved that the Town vote to appropriate the sum of \$22,592.64 from the Community Preservation Fund Fund Balance to the Hamilton/Wenham Recreation Committee for Wenham's share of the design and engineering of a conceptual plan for sports fields included in the HWRHS Recreation Master Plan; provided, however, that such funds shall not be expended for the purposes set forth herein unless and until Hamilton funds its portion of the total costs in an amount of no less than \$67,240.

Commentary. Ms. Davis noted that Hamilton voted to approve its expenditure on this item at its earlier Town Meeting.

Discussion.

- Speaking in opposition to the article were Virginia Rogers, 6 William Fairfield Drive, Leo Maestranzi, 80 Larch Row, Tom Starr, 41 Pleasant Street, Edmond and Jeanise Bertand, 28 Perkins Street, and Phil Colarusso, 14 Juniper Street. They cited concerns about the safety of "turf" surfacing, the potential unknown costs to the project, assertions that it is more a "school" related project than a community one, and beliefs that the Town has spent too much money on recreational projects in the past and none on open space.
- Supporting the project were Augie MacCurrach, 6 Walnut Lane, Deb Evans, 12 Porter Street, Marty Cooke, 4 Puritan Road, Karl Nordin, 60 Topsfield Road, and Denis Curran, 32 Arbor Street. They explained that the project is needed so the community can formulate a plan for better field use for all and not just the "schools" and that the money is for design and engineering and is not yet at the point of picking the "turf" surfacing.
- Tom Tanous, 5 Eaton Road, a member of the Board of Assessors explained that the tax rate will not change based on this vote.

Motion to Call the Question. Jared Ward, 24 Mayflower Road, called the question and the vote passed by the required two thirds.

Action Taken. Article 10 (2f) passed by majority vote.

Motion 9 - Article 10 (2g). Ms. Davis moved that the Town vote to appropriate the sum of \$10,000 from the Community Preservation Fund Fund Balance to the Veterans' War Memorial Committee for landscaping for the historic Veterans' Memorial.

Commentary. Ms. Davis explained that we have already expended \$35K for the Memorial and this is a small amount compared to the \$260K raised privately for this Memorial. These funds will complete the landscaping around the Memorial in what used to be called the Car Barn Lot.

Discussion. None

Action Taken. Article 10 (2g) passed by unanimous vote.

Article 11: Acceptance of MGL Chapter 40, Section 57: Collection of Delinquent Local Taxes, Fees, Assessments, and Betterments Due to the Town

Purpose. To see if the Town will vote to accept the provisions of MGL Chapter 40, Section 57, and to amend the Town Bylaws to add a new Chapter XXVI that enables the Town to deny permits to landowners who are delinquent in local taxes, fees, and assessments, in the form set forth in Appendix A. Or take any other action relative thereto.

Recommendation. The Board of Selectmen recommended favorable action (3-0-0).

Motion. Catherine Harrison, Chair of the Board of Selectmen moved on behalf of the Board that the Town vote to accept the provisions of MGL Chapter 40, Section 57, and to amend the Town Bylaws to add a new Chapter XXVI as set forth in Appendix A of the warrant that enables the Town to deny permits to landowners who are delinquent in local taxes, fees, and assessments.

Discussion. None.

Action Taken. Article 11 passed by a majority vote.

Article 12: Bylaw Amendment: Zoning Board of Appeals

Purpose. To see if the Town will vote to amend the Town Bylaws, Chapter X - Board of Appeals, by deleting Sections 1 and 2 in their entirety, and substituting the following: "Chapter X - Zoning Board of Appeals. Section 1. A Zoning Board of Appeals, established pursuant to Chapter 41 of the General Laws, is as set forth in Section 13.2 of the Protective Zoning Bylaw of the Town". Or take any other action relative thereto.

Recommendation. The Board of Selectmen recommended favorable action (3-0-0).

Commentary. Jack Wilhelm explained that there is a conflict between our general bylaws and zoning bylaws and this general bylaw amendment corrects this by referring ZBA matters to the zoning bylaws.

Motion. Jack Wilhelm, Vice-Chair of the Board of Selectmen moved on behalf of the Board that the Town vote to amend the Town Bylaws, Chapter X - Board of Appeals, by deleting Sections 1 and 2, in their entirety, and inserting in place thereof the following: "Chapter X - Zoning Board of Appeals. Section 1. A Zoning Board of Appeals, established pursuant to Chapter 41 of the General Laws, as set forth in Section 13.2 of the Protective Zoning Bylaw of the Town."

Discussion. None.

Action Taken. Article 12 passed by a majority vote.

Article 13: Bylaw Amendment: Community Preservation Committee Terms

Purpose. To see if the Town will vote to amend Chapter XXII: Community Preservation Act / Community Preservation Committee of the Town Bylaws by amending Chapter 1 as set forth below to establish three-year terms for all members and a maximum service period of two consecutive three-year terms, and further to stagger the terms for at-large members designated by the Board of Selectmen, with the understanding that the change in term length shall occur through attrition by expiration or resignation, and that the term of no current member of the Committee shall be prematurely terminated as a result of the proposed bylaw amendment. Or take any other action relative thereto.

Amend Chapter 1, Section 2 of Chapter XXII by deleting the first and second sentence and inserting in place thereof the following sentences, and making no other changes to said Section 2:

Beginning with appointments made on or after 2016, upon the expiration of any representative member's term, that member's successor shall be appointed by the applicable commission, authority, or board for a three-year term or such shorter term for which they serve on the commission, authority, or board, which will begin on July 1 of each respective year and, in the case of at-large members appointed by the Selectmen, in order to establish a three year staggered change in at-large members, two members shall be appointed for two-year terms expiring in 2018, and two members shall be appointed for three-year terms expiring in 2019. Thereafter, all appointments shall be for three-year terms. Any member appointed for two full three-year terms shall be ineligible for reappointment until after the next succeeding annual Town Meeting.

Recommendation. The Board of Selectmen recommended favorable action (3-0-0).

Motion. John Clemenzi, Clerk of the Board of Selectmen moved on behalf of the Board that the Town vote to amend the Town Bylaws, Chapter XXII: Community Preservation Act/Community Preservation Committee, Chapter 1, Section 2, by deleting the first and second sentences in their entirety, and inserting in place thereof the following:

Beginning with appointments made on or after 2016, upon the expiration of any representative member's term, that member's successor shall be appointed by the applicable commission, authority, or board for a three-year term or such shorter term for which they serve on the commission, authority, or board, which will begin on July 1 of each respective year and, in the case of at-large members appointed by the Selectmen, in order to establish a three year staggered change in at-large members, two members shall be appointed for two-year terms expiring in 2018, and two members shall be appointed for three-year terms expiring in 2019. Thereafter, all appointments shall be for three-year terms. Any member appointed for two full three-year terms shall be ineligible for reappointment until after the next succeeding annual town meeting. Provided, however, that the change in term length shall occur through attrition by expiration or resignation, and that the term of no current member of the Committee shall be prematurely terminated as a result of this amendment.

Discussion. None.

Action Taken. Article 13 passed by a majority vote.

Article 14: Acceptance of MGL Chapter 39, Section 23D: Member Attendance of Adjudicatory Hearings

Purpose. To see if the Town will vote to accept the provisions of MGL Chapter 39, Section 23D for the Planning Board, Zoning Board of Appeals, Conservation Commission, and Board of Selectmen, which statute provides that when a public body holds an adjudicatory hearing any member thereof shall not be disqualified from voting in the matter solely due to that member's absence from no more than a single session of the hearing at which testimony or other evidence is received, provided that before any such vote, the member shall certify in writing that the member has examined all evidence received at the missed session, which evidence shall include an audio or video recording of the missed session or a transcript thereof. Or take any other action relative thereto.

Recommendation. The Board of Selectmen recommended favorable action (3-0-0).

Motion. Catherine Harrison, Chair of the Board of Selectmen moved on behalf of the Board that the Town vote to accept the provisions of MGL Chapter 39, Section 23D for the Planning Board, Zoning Board of Appeals, Conservation Commission, and Board of Selectmen, which statute provides that when a public body holds an adjudicatory hearing any member thereof shall not be disqualified from voting in the matter solely due to that member's absence from no more than a single session of the hearing at which testimony or other evidence is received, provided that before any such vote, the member shall certify in writing that the member has examined all evidence received at the missed session, which evidence shall include an audio or video recording of the missed session or a transcript thereof.

Discussion. None.

Action Taken. Article 14 passed by a unanimous vote.

Article 15: Bylaw Adoption: Residency Requirement for Members of Appointed Multiple Member Bodies

Purpose. To see if the Town will vote to amend the Town Bylaws to add a new Chapter XXVII, Residency Requirement for Members of Appointed Multiple Member Bodies that establishes a requirement that any appointee to a member of any multiple member board, committee or commission be a resident of the Town of Wenham, with limited exceptions, in the form set forth in Appendix B. Or take any other action relative thereto.

Recommendation. The Board of Selectmen recommended favorable action (3-0-0).

Motion. Jack Wilhelm, Vice-Chair of the Board of Selectmen moved on behalf of the Board that the Town vote to amend the Town Bylaws to add a new Chapter XXVII, Residency Requirement for Members of Appointed Multiple Member Bodies, as set forth in Appendix B of the warrant, establishing a requirement that any appointee to a member of any multiple member board, committee or commission be a resident of the Town of Wenham, with limited exceptions.

Discussion. None.

Action Taken. Article 15 passed by a majority vote.

Article 16: Amend Senior Citizen Property Tax Work-Off Program

Purpose. To see if the Town will vote to amend the Senior Citizen Property Tax Work-Off Program adopted under Article 7 of the 2003 Annual Town Meeting, by increasing the abatement to \$1,000, the maximum currently allowed by law, and by reducing the minimum age from 65 to 60, the minimum allowable by law, for seniors who participate in the program under MGL Chapter 59, Section 5K. Or take any other action relative thereto.

Recommendation. The Board of Selectmen recommended favorable action (3-0-0) as did the Finance & Advisory Committee (4-0-0).

Motion. John Clemenzi, Clerk of the Board of Selectmen moved on behalf of the Board that the Town vote to amend the Senior Citizen Property Tax Work-Off Program under the provisions of MGL Chapter 59, Section 5K, adopted under Article 7 of the 2003 Annual Town Meeting, by increasing the abatement to \$1,000, the maximum currently allowed by law, and by reducing the minimum age from 65 to 60, the minimum allowable by law.

Discussion. None.

Action Taken. Article 16 passed by a unanimous vote.

Article 17: Acceptance of MGL Chapter 59, Section 5N: Tax Relief to Veterans

Purpose. To see if the Town will vote to accept the provisions of MGL Chapter 59, Section 5N to establish a program to allow veterans, as defined in MGL Chapter 4, Section 7, clause 43, or a spouse of a veteran in the case where the veteran is deceased or has a service-connected disability, to volunteer to provide services to that city or town. In exchange for such volunteer services, the Town shall reduce the real property tax obligations of that veteran on the veteran's tax bills and that reduction shall be in addition to any exemption or abatement to which that person is otherwise entitled; provided, however, that person shall not receive a rate of, or be credited with, more than the current minimum wage of the commonwealth per hour for the services provided pursuant to that reduction; and provided further, that the reduction of the real property tax bill shall not exceed \$1,000 in a given tax year. Or take any other action relative thereto.

Recommendation. The Board of Selectmen recommended favorable action (3-0-0) as did the Finance & Advisory Committee (4-0-0).

Motion. John Clemenzi, Clerk of the Board of Selectmen moved on behalf of the Board that the Town vote to accept the provisions of MGL Chapter 59, Section 5N to establish a program to allow veterans, as defined in MGL Chapter 4, Section 7, clause 43, or a spouse of a veteran in cases where the veteran is deceased or has a service-connected disability, to volunteer to provide services to that city or town. In exchange for such volunteer services, the Town shall reduce the real estate property tax obligations of that veteran on the veteran's tax bill and that reduction shall be in addition to any exemption or abatement to which that person is otherwise entitled; provided, however, that the person shall not receive a rate of, or be credited with, more than the current minimum wage of the commonwealth per hour for the services provided pursuant to that reduction; and provided further, that the reduction of the real property tax bill shall not exceed \$1,000 in a given tax year.

Discussion. None.

Action Taken. Article 17 passed by a unanimous vote.

Article 18: Zoning Bylaw Amendment: Site Plan Review

Purpose. To see if the Town will vote to amend the Zoning Bylaw Section 13.5, Site Plan Review, by deleting said section in its entirety, and inserting in place thereof a new Section 13.5 as set forth in Appendix C. Or take any other action relative thereto.

Recommendation. The Planning Board recommended favorable action (5-0-0) as did the Board of Selectmen (3-0-0).

Motion. David Geikie, Chair of the Planning Board, moved on behalf of that Board that the Town vote to amend the Zoning Bylaw Section 13.5, Site Plan Review, by deleting said section in its entirety, and inserting in place thereof a new Section 13.5 as set forth in Appendix C of the warrant.

Commentary. Mr. Geikie explained that this Bylaw change was precipitated by some legal challenges in 2014. These articles (18 & 19) put the responsibility of site plan review on the Zoning Board of Appeals who has more expertise in these legal matters. This will help to avoid potential improper decisions by either Board and will streamline the process. Mr. Geikie stated that the Planning Board held public hearings on these bylaw amendments and it recommends passage of both Articles 18 & 19.

Discussion. Residents, Jared Ward, 24 Mayflower Road and Ruth Bossler, 7 Monument Street requested clarification on whether these amendments were in conflict with Mass General Law and how the new all-girl's school would fit in. Mr. Feeherry, Chair of the Zoning Board stated that all amendments proposed are consistent with Mass General Law and that the all-girl's school came through before these amendments, but if these amendments pass, all future site plan reviews will require a Public Hearing.

Action Taken. Article 18 passed by a two-thirds vote.

Article 19: Zoning Bylaw Amendment: Site Plan Review for Certain Institutional and Exempt Uses

Purpose. To see if the Town will vote to amend the Zoning Bylaw to add a new Section 13.7, Site Plan Review for Certain Institutional and Exempt Uses, as set forth in Appendix D. Or take any other action relative thereto.

Recommendation. The Planning Board recommended favorable action (5-0-0) as did the Board of Selectmen (3-0-0).

Motion. David Geikie, Chair of the Planning Board moved on behalf of that Board that the Town vote to amend the Zoning Bylaw to add a new Section 13.7, Site Plan Review for Certain Institutional and Exempt Uses, as set forth in Appendix D of the warrant.

Discussion. Jared Ward, 24 Mayflower Road, asked for further clarification on the exact exempt uses. The Moderator explained that they are written in Appendix D and are educational, religious and child care facilities that would otherwise be governed by Massachusetts State Law, but not health care facilities unless they are incorporated into an educational use. Town Counsel stressed that it is important to understand that these bylaws only create a process for site plan review and do not affect the underlying definition of an exempt use of the Dover amendment to Chapter 40a.

Action Taken. Article 19 passed by a two-thirds vote.

Article 20: Bylaw Adoption: Demolition Delay for Historic Buildings

Purpose. To see if the Town will vote to amend the Town Bylaws to add a new Chapter XXVIII, Demolition Delay for Historic Buildings, as set forth in Appendix E. Or take any other action relative thereto.

Recommendation. The Board of Selectmen recommended favorable action (3-0-0).

Motion. Jim Howard, Chair of the Historic Commission, moved on behalf of the Commission that the Town vote to amend the Town Bylaws to add a new Chapter XXVIII, Demolition Delay for Historic Buildings, as set forth in Appendix E of the warrant.

Commentary. Harriet Davis, 162 Cherry Street, noted that the Bylaw had been in the works for about three years, that it pertains only to the exterior of the properties, and that there have been multiple hearings on this to which all those whose houses are included were invited.

Jim Howard gave a concise history of the Town and the Historic District Committee (HDC) as well as an overview of the powers of the Wenham Historic Commission (WHC) that were added to the HDC in 2014. He recognized the members of the Commission; Harriet Davis, Barbara Locke, Dana Bagnell, Meredith Hiller, Mary Wood and Don Bannon.

Mr. Howard explained that the demolition in 2013 of the John Perkins House at 75 Arbor Street, which is outside the historic district, was the driving force behind this bylaw. Mr. Howard explained that there are 69 properties built prior to 1860 and 21 are in the historic district which runs along Main Street from North Beverly to South Hamilton. The HDC has the power to prevent the demolition of these houses. There are 47 historic properties outside the district which the HDC regards as "our rich heritage".

At present, there is no effective way for the HDC to work toward the preservation of these properties. Mass State Law allows towns to implement a Demolition Delay Bylaw. It allows the HDC to implement a delay in demolishing such a property for a set time period. It is not meant to be punitive but to allow for the HDC to work with the owner to look for ways to preserve the property. But at the end of the delay, the property owner is free to do as he wishes with the property. Mr. Howard stated that more than 146 towns in Massachusetts, many surrounding Wenham, have already implemented a Demolition Delay Bylaw. He finished his presentation saying that the Historic Commission does not feel this Bylaw will come into play often because "most owners of such houses love these houses and have no intention of demolition.". He expects that such a demolition would only occur with "a developer situation."

Amendment. Based on concerns raised within the community, Catherine Harrison, Chair of the Board of Selectmen, proposed the following amendment:

The Board of Selectmen moves to amend the main motion under Article 20 by making the following revisions to the text of the bylaw set forth in Appendix E;

Revise section 2.10 d) (1) and d) (2) to change the quantum of vote by deleting the words (majority vote of the) and inserting (two thirds vote of the) entire Wenham Historical Commission.

Further revise section 2.10 d) by deleting the last sentence thereof and also deleting the list of properties in its entirety.

Revise section 8, "Appeals to Court" by deleting that title and text and insert in place thereof the following "Appeals" as the new title.

The owner of a structure for which the Wenham Historical Commission has issued a demolition delay may appeal from the same to the Board of Selectmen by filing a written notice of appeal no later than the 14th day following the date of the issuance of the demolition delay, but such filing shall not stay the same.

Within 21 days of such filing, the Board of Selectmen shall convene an appeal hearing. Notice of the hearing shall be sent to the Chair of the Wenham Historical Commission and to the owner. The Board of Selectmen at the hearing shall review the record of proceeding before the Wenham Historical Commission and input provided by the owner and the Wenham Historical Commission, or their agents or designees.

Notice of the hearing shall also be sent to abutters (and to abutters to the abutters) within 300 feet of the property.

Within 14 days of the conclusion of the hearing, the Board of Selectmen shall render a decision on the appeal.

The decision shall be based upon the record before the Wenham Historical Commission, information provided by the owner and the Wenham Historical Commission at the appeal hearing, and the purposes of the bylaw set forth in sections 1, 2, & 10, as well as uniqueness of the structure and financial and other hardship that might be created to the owner by the demolition delay.

The appeal process set forth herein shall not limit any other remedies available in law or in equity.

Commentary. Ms. Goldberg, Town Counsel, explained the three parts of this amendment. The first part proposes increasing the quantum of vote from a majority to a two-thirds vote that would be needed on the decision to implement a delay. The second part removes the list of houses and the prefacing statements from the bylaw to allow time for the Historical Commission's grant to make their analysis of the properties. The third part keeps the initial appeal of any delay in Wenham by giving the property owner the option to bring the appeal to their Selectmen rather than the courts, thereby keeping the decision in the hands of local officials and potentially saving them financial hardship. She added that even though this process may take some time it will not add time to the delay because it will always go back to the date of application to the building inspector.

Discussion on the Amendment. Residents David Geikie, 204 Larch Row, Patrick Wilson, 38 Larch Row, Al Evans, 12 Porter Street, Edmond Bertrand, 28 Perkins Street and Gerald Donnellan, 127 Topsfield Road spoke against the bylaw as written as well as against the proposed amendment. They questioned the process of determining which properties fit the criteria, the narrow focus of the process as written, the inconsistency of the bylaw with respect to current construction in the Town, as well as the number of changes proposed. An alternative was suggested which proposed that a bylaw more like those in nearby municipalities be presented. Two attempts to bring an end to the discussion failed for procedural deficiencies.

Action Taken. Jared Ward, 24 Mayflower Road, then asked to move the question. The vote to move the question passed by two thirds.

Action Taken on the Amendment. The vote on the amendment failed with a majority vote.

Original Motion. Win Dodge, 38 Porter Street called the question but his motion was not accepted based on a procedural concern. Michelle Bailey, 2 Remington Road, moved to take no action on this Article.

Action Taken. The motion to take no action on Article 20 passed with a majority vote.

Article 21: Special Legislation: Grassy Roots Liquor License

Purpose. To see if the Town will vote to authorize the Board of Selectmen to petition the General Court in the form set forth below, authorizing the Board to issue an off-premises alcoholic beverages license to Grassy Roots, LLC; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court, and to authorize the Board of Selectmen to approve amendments which shall be within the scope of the general objectives of the petition:

AN ACT AUTHORIZING THE TOWN OF WENHAM TO GRANT AN ADDITIONAL LICENSE FOR THE SALE OF ALCOHOLIC BEVERAGES NOT TO BE DRUNK ON THE PREMISES.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

Section 1. Notwithstanding section 17 of chapter 138 of the General Laws relative to the number of licenses that may be granted in the town of Wenham, the licensing authority of the town of Wenham may grant 1 license for the sale at retail of wine and malt alcoholic beverages not to be drunk on the premises under section 15 of said chapter 138 to Grassy Roots, LLC, d/b/a Grassy Roots, located at 152 Main Street in said town; provided, however, that the business shall have no more than 200 square feet of retail space. The licensee shall comply with such requirements and conditions as the licensing authority shall deem appropriate. The license shall be subject to all of said chapter 138, except said section 17 relative to the number of licenses that may be granted. The license shall be nontransferable to any other location, but it may be reissued to a new applicant at the same location if the applicant files with the licensing authority a letter from the department of revenue indicating that the license is in good standing with the department and that all applicable taxes have been paid. The license shall be subject to all other provisions of said chapter 138.

If the license granted under this section is cancelled, revoked or no longer in use, it shall be returned physically, with all of the legal rights, privileges and restrictions pertaining thereto, to the licensing authority which may then grant the license to a new applicant at the same location under the same terms and conditions as specified in this section.

Section 2. This act shall take effect upon its passage. Or take any other action relative thereto.

Recommendation. The Board of Selectmen recommended favorable action (3-0-0).

Motion. Jack Wilhelm, Vice-Chair of the Board of Selectmen on behalf of the Board, moved that the Town vote to authorize the Board of Selectmen to petition the General Court in the form set forth in Article 21 of the warrant, authorizing the Board to issue an off-premises alcoholic beverages license to Grassy Roots, LLC; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court, and to authorize the Board of Selectmen to approve amendments which shall be within the scope of the general objectives of the petition.

Discussion. Keith Taylor, 24 Wallis Drive, said he believed there was already too much congestion on Route 1A and that a beer and wine license at Grassy Roots may add to that. Tyson Goodridge, 26 Arbor Street, said that he supported a local entrepreneur. Jenny Grammas, owner of Grassy Roots explained that she requested the license so she could enhance her retail section and not so that alcohol will become a focal point of the store. She is only looking to add this as “an offering to the customers”.

Action Taken. Article 21 passed by a majority vote.

Closing

Motion to Adjourn. The Moderator asked for a motion to adjourn the meeting to our Annual Town Election on April 7th, 2016 from 7am to 8pm and to dissolve the Annual Meeting at 8pm that day.

Action Taken. The motion was made and seconded and the meeting was adjourned at 4:20 PM.

The amendments to the Town of Wenham General By-laws adopted under Articles 11, 12, 13 & 15 and the amendments to the Town of Wenham Zoning By-laws adopted under Articles 18 & 19 of the Warrant for the Annual Town Meeting that convened on April 2, 2016 have been approved by the Attorney General on July 12, 2016 and are hereby posted pursuant to Massachusetts General Law, Chapter 40, §32.

Presidential Primary Results March 1, 2016

REPUBLICAN Presidential Preference	
KASICH	249
TRUMP	230
RUBIO	212
CRUZ	60
CARSON	15
BUSH	12
CHRISTIE	4
PATAKI	2
PAUL	2
FIORINA	2
GILMORE	0
HUCKABEE	0
SANTORUM	0
NO PREFERENCE	2
WRITE INS	0
BLANKS	4
TOTAL	794
State Committee Man	
NOBLE	364
BRENNAN	203
WRITE INS	4
BLANKS	223
TOTAL	794
State Committee Women	
HUDAK	353
VINCZE	243
WRITE INS	5
BLANKS	193
TOTAL	794
Town Committee	
HARRIET DAVIS	400
THOMAS TANOUS	380
R. ANGUS WEST	369
LISA TERRANOVA	358
PAUL MENDONCA	357
HELEN MULRY	355
TIMOTHY O'LEARY	353
PETER GAJESKI	327
GROUP	289
WRITE INS	6
BLANKS	24596
TOTAL	27790

DEMOCRATIC Presidential Preference	
CLINTON	394
SANDERS	336
O'MALLEY	1
DE LA FUENTE	0
NO PREFERENCE	5
WRITE INS	2
BLANKS	1
TOTALS	739
State Committee Man	
WRITE INS	120
Thomas Lawnsby	25
BLANKS	594
TOTAL	739
State Committee Women	
PASQUINA	430
WRITE INS	6
BLANKS	303
TOTAL	739
Town Committee	
FAITH C BERTRAND	340
EDMUND G BERTRAND	280
WRITE INS	49
BLANKS	5237
TOTAL	5906

# Registered of Voters	2649
# Ballots cast	1535
Voter Turnout	57.9%

Presidential Primary Results March 1, 2016

United Independent	
Presidential Preference	
WRITE INS	0
BLANKS	1
TOTAL	1
State Committee Man	
WRITE INS	0
BLANKS	1
TOTAL	1
State Committee Women	
WRITE INS	0
BLANKS	1
TOTAL	1
Town Committee	
WRITE INS	0
BLANKS	1
TOTAL	1

Green Rainbow	
Presidential Preference	
CURRY	0
STEIN	0
KREML	0
MESPLAY	0
CHERNEY	0
NO PREFERENCE	0
WRITE INS	0
BLANKS	1
TOTAL	1
State Committee Man	
WRITE INS	0
BLANKS	1
TOTAL	1
State Committee Women	
WRITE INS	0
BLANKS	1
TOTAL	1
Town Committee	
WRITE INS	0
BLANKS	1
TOTAL	1

Annual Town Election Results April 7, 2016

Board of Assessors	3 year term
Thomas Tanous	179
George E. Cantwell	121
Write-Ins	0
Blanks	63
Total	363

Board of Health	3 year term
Andrew J. Ting	272
Write-Ins	0
Blanks	91
Total	363

Board of Selectmen	3 year term
John O. Wilhelm, Jr.	239
Write-Ins	11
Blanks	113
Total	363

Cemetery Commission 2 Years	2 year term
Gary R. Cheeseman	306
Write-Ins	1
Blanks	56
Total	363

Cemetery Commission 3 Years	3 year term
Harriet P. Davis	261
Write-Ins	2
Blanks	100
Total	363

HW Library Trustee	3 year term
Judith H. Bubriski	294
Write-Ins	2
Blanks	67
Total	363

Question One	Tree Warden
Yes	189
No	139
Blanks	35
Total	363

Question Two	Cemetery Comm
Yes	173
No	151
Blanks	39
Total	363

Moderator	1 year term
Trudy Reid	271
Write-Ins	17
Blanks	75
Total	363

Planning Board	5 year term
Minot A. Frye	273
Write-Ins	0
Blanks	90
Total	363

Tree Warden	1 year term
Winslow W. Mulry	270
Write-Ins	1
Blanks	92
Total	363

Water Commission	3 year term
Ernest C. Ashley	278
Write-Ins	1
Blanks	84
Total	363

Annual Town Election Results April 7, 2016

HW School Committee (3 Years)	Wenham	Hamilton	Two Town Results
Jeanise A. Bertrand	152	444	596
Michelle Bailey	242	497	739
Richard L. Boroff	164	363	527
David Polito	238	466	704
Write-Ins	1	6	7
Blanks	292	666	958
Total	1089	2442	3531

HW School Committee	1 year term
Deborah H. Evans	279
Write-Ins	2
Blanks	82
Total	363

Wenham Housing Authority	5 year term
Suzanne D. Thomas	284
Write-Ins	2
Blanks	77
Total	363

Write-Ins:

Board of Selectmen (3 year): Tony Feeherry (3), Patrick Wilson (2), Ed Bertrand (1), John Darling (1), James Howard (1), Stephen Kavanagh (1), Molly Martins (1), Patrick Waddell (1)

Cemetery Commission (2 year): Tracey Hutchinson (1)

Cemetery Commission (3 year): Dana Bagnell (2), Cindy Mutterperl (1)

HW Library Trustee (3 year): Chantal Polsonetti (1), Dorothy Goudie (1)

Moderator (1 year): Tony Feeherry (8), Patrick Wilson (7), Larry Swartz (1), Tom Tanous (1)

Tree Warden (1 year): Matt Churchill (1)

Water Commission (3 year): Marty Croyle (1)

School Committee (3 year): Wenham, Chris Carlson (1)

School Committee (1 year): Pete Clay (1), Ruth Bossler (1)

Housing Authority (5 year): Don Luxton (1), Alex Tsepelis (1)

# Voters	2647
# Ballots cast	363
Voter Turnout	13.71%

MA State Primary Results September 8, 2016

REPUBLICAN	
Representative in Congress	Votes
Write-In	3
Blank	87
Total	90
Councillor	Votes
Richard A. Baker	71
Write-In	0
Blank	19
Total	90
Senator in General Court	Votes
Bruce E. Tarr	85
Write-In	0
Blank	5
Total	90
Representative in General Court	Votes
Bradford R. Hill	84
Write-In	0
Blank	6
Total	90
Sheriff	Votes
Kenneth H. Berg	20
Jeffrey J. Gallo	7
James P. Jajuga	10
Craig G. Lane	6
Anne M. Manning-Martin	38
Write-In	3
Blank	6
Total	90
# Registered of Republican Voters	585
# Ballots cast	90
Voter Turnout	15.38%

DEMOCRATIC	
Representative in Congress	Votes
Seth Moulton	141
Write-In	1
Blank	9
Total	151
Councillor	Votes
Eileen R. Duff	120
Write-In	0
Blank	31
Total	151
Senator in General Court	Votes
Write-In	11
Blank	140
Total	151
Representative in General Court	Votes
Write-In	10
Blank	141
Total	151
Sheriff	Votes
William Castro	0
Kevin F. Coppinger	20
Michael J. Marks	25
Edward J. O'Reilly	100
Jerry P. Robito	3
Paul L.D.Russell, JR	1
Write-In	1
Blank	1
Total	151
# Registered of Democratic Voters	545
# Ballots cast	151
Voter Turnout	27.70%

MA State Primary Results September 8, 2016

Green Rainbow	
Representative in Congress	Votes
Write-In	0
Blank	0
Total	0
Councillor	Votes
Write-In	0
Blank	0
Total	0
Senator in General Court	Votes
Write-In	0
Blank	0
Total	0
Representative in General Court	Votes
Write-In	0
Blank	0
Total	0
Sheriff	Votes
Write-In	0
Blank	0
Total	0

# Registered of Green Rainbow Voters	2
# Ballots cast	0
Voter Turnout	0.00%

United Independent	
Representative in Congress	Votes
Write-In	0
Blank	0
Total	0
Councillor	Votes
Write-In	0
Blank	0
Total	0
Senator in General Court	Votes
Write-In	0
Blank	0
Total	0
Representative in General Court	Votes
Write-In	0
Blank	0
Total	0
Sheriff	Votes
Write-In	0
Blank	0
Total	0

# Registered of United Independent Voters	11
# Ballots cast	0
Voter Turnout	0.00%

TOTAL VOTER TURNOUT 9/8/2016	
# Registered of Voters	2712
# Ballots cast	241
Voter Turnout	8.89%

State Election Results November 8, 2016

ELECTORS OF PRESIDENT/VICE PRESIDENT	
CLINTON/Kaine	1368
JOHNSON/Weld	192
STEIN/Baraka	24
TRUMP/Pence	774
Write Ins - McMullin/Johnson	15
Write Ins - All Others	14
Mitt Romney	11
Bernie Sanders	10
Paul Ryan	7
John Kasich	6
Mike Pence	5
Blanks	52
Total Votes	2478

SHERIFF	
Coppinger	768
Manning-Martin	963
Archer	153
Leach	259
Write Ins	1
Blanks	334
Total Votes	2478

Q1 Expanded Slot Machine Gaming	
Yes	706
No	1689
Blanks	83
Total Votes	2478

REPRESENTATIVE IN CONGRESS	
MOULTON	1892
Write Ins	21
Blanks	565
Total Votes	2478

Q2 Charter School Expansion	
Yes	1165
No	1256
Blanks	57
Total Votes	2478

COUNCILLOR	
DUFF	1083
BAKER	1120
Write Ins	0
Blanks	275
Total Votes	2478

Q3 Condition for farm Animals	
Yes	1962
No	470
Blanks	46
Total Votes	2478

SENATOR IN GENERAL COURT	
TARR	1987
Write Ins	3
Blanks	488
Total Votes	2478

Q4 Legalization of Marijuana	
Yes	1139
No	1303
Blanks	36
Total Votes	2478

REPRESENTATIVE IN GENERAL COURT	
HILL	2009
Write Ins	1
Blanks	468
Total Votes	2478

# Early Voters	910
# Absentee Voters	190
# Day Voters	1378
# Registered Voters	2864
% Voter Turnout	86.5%

Finance Department

The mission of the Finance Department is to deliver timely and accurate financial reporting and provide proper oversight of all expenditures and revenue collections in order to successfully support the operations of the town. The Finance Department principally assists the town's various departments, boards and committees by planning, organizing, and directing the town's financial activities in conformance with all applicable federal, state, and local laws as well as the standards set forth by the Government Accounting Standards Board (GASB) and Generally Accepted Accounting Principles (GAAP).

Goals Achieved in 2016:

- Treasurer/Collector Leslie Davidson became certified as Massachusetts Municipal Treasurer (CMMT).
- Finance Assistant Karen Moulton completed her 1st year of Massachusetts Treasurer/Collector School.
- Successfully closed FY16 with VADAR financial software and converted to Softright financial software.
- Successfully collected \$162,545.24 in tax liens during FY16.

Priorities for 2017:

- Continue the education and certification of Finance Department staff.
- Maintain an effective and fair collection process to maximize real estate, personal property and motor vehicle tax collections, which will continue to reduce the number of properties in tax title.
- Fill the currently vacant Finance Director and Town Accountant roles and assure a smooth transition in working with the new hires once selected.

The aforementioned accomplishments would not have been possible without the dedication and support of the Finance Department staff members.

Current staff members:

Angel A. Wills, CGA, Finance Director & Town Accountant (*Resigned*)
Richard Viscay, Interim Town Accountant
Leslie A. Davidson, Treasurer & Collector
Karen Moulton, Finance Assistant & Payroll Coordinator

Board of Assessors

The Assessors are happy to report a successful fiscal year 2016 and look forward to fiscal years 2017 and 2018. The Assessors have authorized a complete exterior and interior review of all properties within the Town for fiscal year 2017, known as a “Measure and List”, as required by the Department of Revenue. The project commenced in the fall of 2016, and will continue in the spring of 2017. Long-time Principal Assessor Steve Gasperoni stepped down in February 2016 and Steve Ozahowski was hired as the new Principal Assessor. George Cantwell was appointed to the Board as a replacement for Michelle Bailey, who resigned after her election to the School Committee.

For fiscal 2017, the total assessed value for real and personal property decreased by \$7,032,244 or 0.9% over last year from \$789,556,796 to \$782,524,552. The primary reason for the decrease was the reclassification of Penguin Hall to exempt status.

The fiscal year 2017 new growth value was \$5,320,193 having a corresponding tax dollar growth of \$90,337. This is an increase of \$27,242 tax dollars as compared to fiscal year 2016 tax dollar growth of \$63,095.

The fiscal year 2017 tax rate increased \$1.35 to \$18.33, or +7.95%, compared to \$16.98 per thousand of assessed valuation for 2016. The median assessed valuation (midpoint of all single family home assessed values) for a single family home in Wenham is \$509,550 as compared to the fiscal year 2016 median assessed value of \$509,650. The average assessed value for a single family home in Wenham is \$596,999, which is a decrease of \$638 from the \$597,637 average assessed value for fiscal year 2016.

During Fiscal 2016, the Board of Assessors received 30 real estate and personal property abatement applications as compared to 78 applications for the previous year. Of the 30 applications received, 17 were approved.

We also approved real estate tax exemptions as outlined on the following chart:

Statute	Number	Amount
Chapter 59, CL 22, 22A, & 22E - Veterans	12	\$6,600.00
Chapter 59, CL 37A – Blind	3	\$1,500.00
Chapter 59, CL 41A – Tax Deferral	1	\$ 921.05
Chapter 59, CL 41C – Senior 65 & over	13	\$13,000.00
Community Preservation Exemptions	55	\$8,354.74

Four seniors each had their property taxes reduced by \$750 and six seniors each had their property taxes reduced by \$1,000 as a result of their participation in the Senior Citizens Property Tax Work-off Abatement Program.

We want to thank the Wenham taxpayers, Board of Selectmen, and other Town Boards and Committees for their support over the past year. We also want to thank Peter Lombardi for his help and guidance as we transition to a new Principal Assessor.

Respectfully submitted,
Thomas Tanous, Chair
Lisa Craig
George Cantwell

Fire Department

It is the mission of the Wenham Fire Department to protect the lives, property, and physical well-being of our citizens to the best of our ability. We will endeavor to be prepared, equipped, and trained to respond to and mitigate any incident or potential hazard which may challenge our community.

Goals Achieved in 2016:

- Received a \$5,754.00 State Grant to continue the Student Awareness Fire Education and Senior SAFE program. This program continues to assist in providing fire safety education to our school-age students and our Senior population.
- Received a \$622.20 Department of Conservation and Recreation Forestry Grant for equipment.
- Developed and implemented a pilot internship program for call firefighters to increase interest and awareness of the profession and to restore our call department to a sustainable level.
- Enrolled four Call Firefighters in the State Fire Academy “Firefighter 1-2” program.
- Continued a CPR training program with the Regional High School health classes.
- Continued public CPR and first aid training programs.
- Received delivery of the new fire pumper truck from The Sutphen Company.

Priorities for 2017:

- Continue to attract Call Firefighters through our internship program.
- Enhance fire prevention and fire safety programs.
- Complete a study of feasibility for a fire-based ambulance service and determine if pilot program for Basic Life Support EMS is supported.
- Continue to enhance the training of all firefighters.
- Continue the working relationship with Essex Regional Dispatch center.

Seven new probational firefighters were appointed: Ashley Auld, Denzel Birth, Jason Braley, Thomas Curran Jr., Robert Gallinelli, Erica Poitras, and Ryan Skerritt. They participated in a three month Intern program prior to their appointments.

The Wenham Fire Company donated 10 cold water rescue suits to the Town. The Fire Company was able to purchase this equipment as a result of generous donations from the citizens of the community. I would like to thank all the members of the Fire Company for their continued support.

As we conclude another busy year, I would like to thank other departments for their ongoing cooperation: Police, Highway, Essex County Regional Dispatch Center, Lyons Ambulance, Town Hall Staff, Water Department, and Administrative Assistant Sue Hersee. On behalf of the Town, I extend a sincere thank you to the WFD team for their ongoing commitment, hard work, and enthusiasm.

Significant Statistics:

There were 815 incidents this year, with a breakdown into the following categories (as established by the National and Massachusetts Incident Reporting system):

Incident type	2015 Number of Incidents	2016 Number of Incidents	2015 Percent of Total Calls	2016 Percent of Total Calls
Fire	12	11	1.61 %	1.34 %
Rescue: Emergency Medical Services	410	391	55.10 %	47.97 %
Hazardous Conditions	26	52	3.49 %	6.38 %
Service Call	106	198	14.24 %	24.29 %
Good Intent	30	21	4.03 %	2.57 %
False Alarm and False Calls	153	140	20.56 %	17.17 %
Special Incident	3	2	0.40 %	0.24 %

Police Department

The mission of the Wenham Police Department is to work in partnership with the citizens of the community and to provide a safe environment where the quality of life is improved by proactive initiatives and enforcing the laws with the highest quality of professionalism and dedication. The Wenham Police Department will continue to be an organization that operates in a cohesive, team-oriented fashion to provide quality service and dedication to the community. Department staff will be well-trained and well-educated. The growth and expansion of Department operations will keep pace with the growth of the Town, new technologies, and will utilize innovative ideas to further the mission of the Department in the future.

Goals Achieved in 2016:

- Succeeded in forming a regional collaboration in regards to our Animal Control Program. The Animal Control Officer now has coverage for when the officer is away or unavailable through a partnership with the City of Beverly. We will continue to strive to expand this program.
- Between Wenham Days, Wenham Fire's "Pizza Night," and the Citizens Academy, the Department gave out several dozen Child Identification Kits to residents. The kits were donated by the Police Relief Association so no fees were charged. We still have kits available and any interested resident is encouraged to reach out to Detective Shane Kavanagh to obtain one. Special thanks to Wenham Fire and Wenham Town Hall for allowing our participation.
- Our Criminal Investigation Division was very active this year. Specialized training aided investigators looking into matters of joint narcotics investigations and arrests, as well as large monetary seizures directly related to drug sales. We also solved several larceny cases with successful prosecutions and are working on a multijurisdictional sexual assault case.
- Implemented a paperless accounting system for policy review and training. Officers are now assigned several policies, rules and regulations each quarter to review and be tested on. This ensures the Department is doing everything possible to keep Officers up to date with best practices, law changes and training modifications. The system tracks when each officer completes each assignment and sends reminders to individual officers and command staff members for officers who either fall behind or require remedial training. It has become quite an asset, especially for tracking part-time reserve police officers who are not present on a regularly scheduled basis.

Priorities for 2016:

- The Department has worked tirelessly to achieve a state of preparedness and readiness over the past four years. Our number one priority will be to maintain that state while being challenged by staffing, financial, legal and societal issues.
- Continue to work with law makers, elected officials, and court personnel to combat the region's Opioid Crisis. With the passage of the marijuana law, new challenges await Law Enforcement and citizens alike as we attempt to navigate these uncharted waters.
- Enhance and document the Department's Fleet Maintenance Program, providing Officials with a better and more comprehensive understanding and justification for the program as well as providing the Officers with the safest equipment possible.
- The Department will seek and hopefully achieve Re-Accreditation status in October 2017. This will be far more challenging than when the Department originally becoming accredited, especially due to staffing changes occurring as they have.

Police Department

After 32 years of dedicated full-time service to the Town of Wenham, Captain Jeffrey W. Tobey retired, respectfully, on December 31, 2016. I would like to personally thank Captain Tobey for not only his years of service, but for serving as my Executive Officer for the last four years. Jeff's legacy will be two fold. Although it was absolutely a team effort, he is the individual who contributed the greatest effort toward getting the Department Accredited for the very first time in its history in 2014. Additionally, he is the first Officer in Wenham Police history to retire at the rank of Captain. Though the position was created prior to him, he is defined by his dedication to organization and doing the job the right way, even when tedious or difficult to do so. My friend, we wish you calm winds and smooth seas to sail off into retirement. I speak for every Resident when I say thank you for your service.

Our part-time force took a significant hit as far as institutional knowledge goes. Officers William Foley, Matthew Almeida and Brent Morong all stepped down from their duties during 2016. These Officers combined gave over 75 years of service to the Town in a part-time capacity. Whether it is Bill's 35 years of excellent service to four different Chiefs of Police, or Matt's willingness to liaison with other agencies, or Brent's always available dedication, there are very large shoes to fill. Over time their positions will be filled, but personally they will never be replaced. Each of the aforementioned Officers has my sincere respect and gratitude for an outstanding job well done!

Thomas Perkins, Chief
Wenham Police Department



Captain Jeffrey W. Tobey
Wenham Police Department
Years of service 1985-2016



WENHAM POLICE DEPARTMENT

Law Total Incident Report, by Agency, Nature

Agency: WENHAM POLICE

Nature of Incident	Total Incidents
(Not Defined)	3
911 False/Disconnect/Abandon	40
Abandoned Vehicle	1
Agency Assistance Law	97
Alarm	121
Animal Complaint	201
Annoying phone calls	19
PAPERWORK: ATTEMPT TO SERVE	24
BOLO	343
Building Check	1244
BREAKING AND ENTERING	1
Citizen Assist	235
DISTURBANCE	13
Communications Problem	1
CRUISER DAMAGE	1
DEER STRUCK BY MV	10
DETAIL	33
Directed Patrol	14668
DISORDERLY	8
Domestic Dispute	8
Created in error	20
Escort	12
FIRE ALARM	131
Brush Fire	3
FIRE CO ALARM	12
FIRE INVESTIGATION	11
Fire	18
Structure Fire	12
Fire in Vehicle	1
Fireworks Complaint	1
FRAUD	18
Harassment	7
Hazardous Materials Spill	1
Illegal Dumping	7
INTOXICATED PERSON	3
POLICE INVESTIGATION	25
Juvenile Issue	7
LARCENY FROM MOTOR VEHICLE	2
Loitering, Prowler, Vagrancy	1
Lost/Found, Held, Missing Prop	31
Abdominal Pain / Problems	8
Traffic / Transportation Incidents	21
Allergy, Medical Reaction, Sting	3

Nature of Incident	Total Incidents
Assault	1
Back Pain-Non-Trauma or recent	5
Breathing Problems	17
Obvious/expected death	3
CHEST PAIN (NON-TRAUMATIC)	13
Choking	1
Convulsions or Seizures	5
Diabetic Shock or Coma	6
Fall	68
Headache	1
Heart Problem	4
Hemorrhage	7
Overdose, Poisoning, Ingest	2
Psyc Behavr/ Suicide Attpt	20
Patient Transfer	1
Illness	63
Cardiovascular Accident	8
Traumatic Injuries	16
Unconscious Person	14
Unknown Medical	43
Mail/Deliver Message	4
Missing Person	5
Motorist Assist	1
MV / Traffic Complaint	99
Disabled Motor Vehicle	63
MV LOCKOUT	1
NOISE COMPLAINT	30
Parking Complaint/Enforcement	34
PROPERTY DAMAGE	10
Rape/Attempt	1
Selective Enforcement	364
Solicitor Registration	4
SUSPICIOUS ACTIVITY/PERSON	209
Theft	15
Threat	2
TRAFFIC CRASH	90
Traffic Hazard	77
Traffic Stop	987
Trespassing	15
UNWANTED GUEST	2
Utility	118
VIOLATION OF ORDER	2
WARRANT/SEARCH/ARREST	3
WELL BEING CHECK	58
Total Incidents for This Agency	19918

Total reported: 19918

All dates between '00:00:01 01/01/16' and '23:59:59 12/26/16', All agencies matching 'WEPD', All natures, All locations, All responsible officers, All dispositions, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes

Cemetery Commission

Over the past many years, Mr. John Pews, our long-serving Wenham Burial Agent who passed away in 2016, always had a caring manner helping families preparing for funerals, laying out the Iron Rail cemetery plots, and providing a continuity in cemetery operations with his comprehensive knowledge of the cemeteries. We remember John's dedication and note the Town's loss at his passing.

The Cemetery Commission manages the three Wenham cemeteries; Main Street, Iron Rail, and Fairfield. The Main Street Cemetery's landscaping is showing its age and the Commission expects considerable tree removals and replacements in the near future. In the upcoming year, the Commission is budgeting for a modest rehabilitation of the restroom/maintenance building at the Main Street facility. The contract for the gravestone conservation project will be awarded early in 2017 with work to commence as soon as weather allows. During 2016 Commission meetings, the Commission worked to provide transparency to the Cemetery's budget process and financial status. Financial returns on invested trust funds have been low reflecting current economic times. Priorities ahead include an update of the Cemetery Rules and Regulations and a complete inventory of unused plots at the Main Street Cemetery.

The Town of Wenham cemeteries saw twenty-three burials during the year 2016. Two plots were sold with deeds recorded. The Commission welcomed a new Wenham Burial Agent; Mr. William Wildes.

Current Commission members are Dana Bagnell, Harriet Davis, and Gary Cheeseman. The Commission thanks Ms. Sheila Bouvier for her handling of cemetery administrative matters at the Town Hall. As in past years, we thank Mr. Bill Tyack and the staff at the Wenham Department of Public Works for their great job in maintaining our cemeteries.

Plot Sales from January 1, 2016 to December 31, 2016:

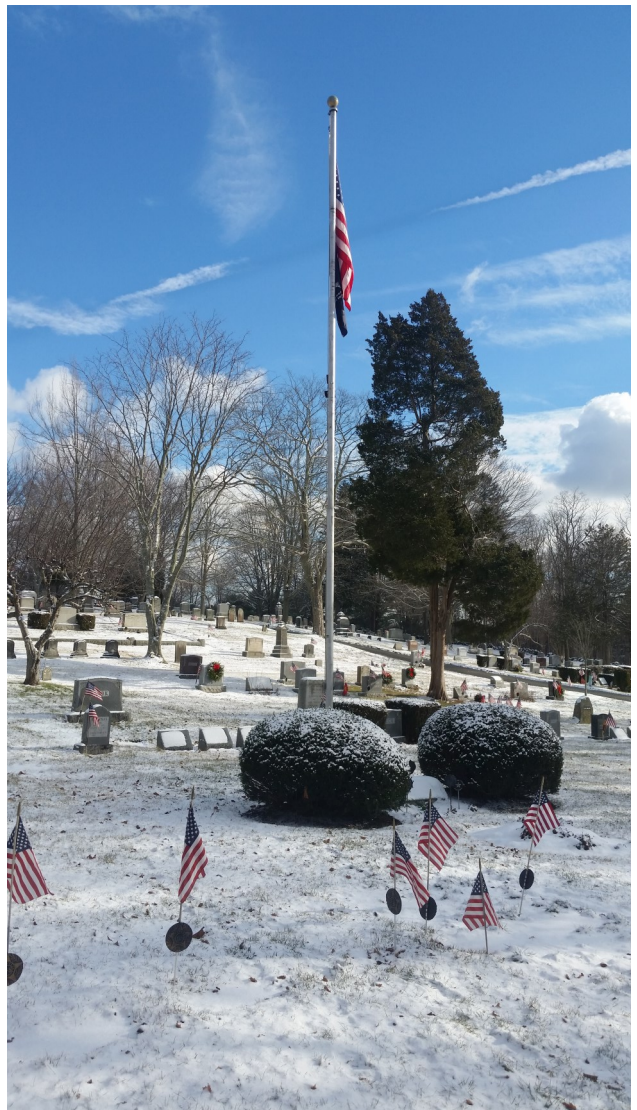
- 2 plots sold for a total of \$700
- 23 Burials
- 1 Disinterment

Current capacity is estimated at approximately 2,000 plots at the Iron Rail Cemetery.

Please see our web page (<http://cms4.revize.com/revize/wenham/Cemetery%20Rates-%202017.pdf>) for current rules and regulations as well as cemetery rates.

Gary Cheeseman, Chair
Dana Bagnell
Harriet Davis

John Pews, Burial Agent (*Deceased*)
William Wildes, Burial Agent
Sheila Bouvier, Administrative Assistant



Main Street Cemetery Winter 2016

Department of Public Works

The mission of the Wenham Public Works Department is to provide essential services to the citizens of Wenham in a prompt, courteous, safe, efficient and cost-effective manner. Public Works, through its dedicated employees, strives to plan, design, build, maintain, and operate public infrastructures in a manner that respects the environment and the ability of government to adequately preserve these assets for succeeding generations.

Goals Achieved in 2016:

- Milled and paved Cherry Street and part of Walnut Road using Chapter 90 funds.
- Rebuilt catch basins on Conrad Circle, Topsfield Road, Cherry Street, Birch Road and Great Pond Road.
- Repaired winter damage on Grapevine Road, Rubbly Road, Topsfield Road, and Dodges Row.
- Crack Sealing was done on Cedar Street, Great Pond Road, Burnham Road, Hilltop Drive, Enon Road, Maple Street, Patti Lane, Fiske Road, and Lake Avenue.

Priorities for 2017:

- Mill and pave Hull Street and part of Grapevine Road.
- Replace Culvert on Miles River at Essex Street (RT 22).
- Start implementing MS4 Stormwater Requirements with Weston & Sampson and department personnel.

Ben Tuneburg was replaced by Sean McCarthy in July, as Driver / Operator. I would like to thank the Police, Fire, and Water Departments along with the Town Hall Staff for their help, support, and hard work, as well as the dedication of the Highway personnel. Communication and teamwork between departments is vital to the success of the DPW.

Bill Tyack,
Highway Superintendent / DPW Director

Keith Carter, Foreman
Bill Wildes, Driver / Operator
Bob Viel, Equipment Operator
Sean McCarthy, Truck Driver / Operator
Michael Martin, Mechanic / Operator
Shawn Davis, Driver / Operator
Travis Good, Group Leader, Operator
Sheila Bouvier, Administrative Assistant

Mark Gates, Facilities Manager

Essex Street Culvert
prior to repair



Water Department

The mission of the Water Department is to provide safe, clean drinking water that meets or exceeds government standards, water for fire protection, and good customer service in a cost effective manner.

Goals Achieved in 2016:

- Upgraded 23 meters to radio transponders.
- Completed hydrant flushing during the spring as part of our system maintenance (fall flushing was postponed due to drought conditions).
- Identified and repaired 8 service line leaks and 1 water main leak.
- Awarded state grant funding with several surrounding Towns in a joint effort focused on regional water management planning.
- Added new conservation tier to water rate fee schedule to incentivize lower consumption by high volume users, especially during the summer months when our water ban is in place.

Priorities for 2017:

- Provide safe and reliable drinking water.
- Work within Water Management Act permitted withdrawal limits.
- Identify and replace hydrants that operate poorly, do not drain, or leak-by.
- Renewal of Water Management Act Permit.
- Continue with meter upgrade program.
- Continue to work with regional partners on long-term water management planning.

Erik Mansfield, Water Superintendent
Leonard Tuneburg, Primary Operator
Sheila Bouvier, Administrative Assistant

Ernest C. Ashley, Chairman, Water Commissioner
Paul E. Mendonca, Water Commissioner
Richard K. Quateman, Water Commissioner

Water Statistics	<u>2015</u>	<u>2016</u>
Total Water Pumped	141,871,000	129,111,000
Permitted Withdrawal	142,350,000	142,350,000
Maximum Day	767,000	651,000
Hardness (Calcium)	190.0 mg/l	235.0 mg/l
Miles of Water Main	28.75	28.75
Fire Hydrants	215	216
Water Services	1,165	1,170
New Services Added	4	5
Metered Water Sales	\$453,050.00	\$439,632.54
Other Income	\$8,750.00	\$5,699.79
Total Income	\$461,800.00	\$445,332.33

Conservation Commission

The Conservation Commission's role is to preserve and protect the integrity of wetland systems in the Town. The Commission derives its authority from the Massachusetts Wetlands Protection Act and the Wenham Water Resources Protection Bylaw. The Commission is also responsible for the promotion and sound development of the natural resources and protection of the watershed resources of the community.

Goals Achieved in 2016:

- Began the review of the proposed Lakeview Development (Wenham Pines).
- Recruited 2 new members to fill vacancies and get back to a full quorum.
- Continued stewardship of the Reynolds Farm property with The Food Project.
- Provided active representation on the Community Preservation Act Committee.

Priorities for 2017:

- Work with the developer of the Lakeview project (Wenham Pines) to ensure that all wetlands regulations and Town bylaws are met and the Conservation Restriction for the property is one that will continue in perpetuity.
- Continue participation on the Community Preservation Committee and the Open Space & Recreation Committee.
- Help with the preparation of an updated Open Space Plan for the Town.

We processed 5 Notice of Intents (NOIs), 6 Requests for Determination of Applicability (RDAs), 1 Abbreviated Notice or Resource Area Delineation (ANRAD) and 4 Certificates of Compliance (CoC).

Jerome Hunsaker resigned from the Commission and we would like to acknowledge his years of service to the Commission and to the community. Chris Gajeski has been newly appointed to the Commission and the Commission recommended Asma Syed to the Board of Selectmen for appointment in early 2017.

Emilie Cademartori left the position of Planning Coordinator and we would like to recognize her extraordinary efforts with the Commission. Anthony Fields provided temporary support as Coordinator and did a good job in that role. Margaret Hoffman has now come on board as the full-time coordinator and has done an excellent job coming up to speed very quickly.

Respectfully Submitted,
Conservation Commission
Bob Burnett
Phil Colarusso, Chair
Chris Gajeski
Leo Maestranzi
Michael Novak
Malcolm Reid

Margaret Hoffman, Planning Coordinator

Historical Commission / Historic District Commission

The Historical Commission is responsible for identifying the historical and cultural resources of the town and implementing plans to preserve those resources. The Historic District Commission is responsible for the preservation and protection of the buildings and places in the Historic District.

Goals Achieved in 2016:

- Issued 13 Certificates of Appropriateness for modifications to existing buildings, new construction, and signs in the Historic District.
- Presented a proposed Demolition Delay Bylaw to the Annual Town Meeting. No vote was taken.
- Received a grant of \$10,000 from the Massachusetts Historical Commission to help fund a survey of the historical resources of the Town outside of the Historic District.
- Using an RFP process defined by the Massachusetts Historical Commission, the Commission engaged two consultants to carry out the survey of historic resources outside of the Historic District.
- Completed Phase I of the historic resources survey and the properties to be surveyed were determined.

Priorities for 2017:

- Complete the last three phases of the Historic Resources Survey.
- Implement guidelines for the installation of solar panels in the Historic District.
- Begin work on a revised Demolition Delay Bylaw based on the information provided in the Historic Resources Survey.
- Update and revise the Guidelines and the Review Process for the Historic District.

James Howard, Chairman (District Resident)
Don Bannon (Architect)
Dana Bagnell (District Resident)
Meredith Hiller (District Resident)
Barbara Locke (Wenham Village Improvement Society)
Harriet Davis (Wenham Village Improvement Society)
Mary Wood (Real Estate Broker)

Inspectional Services and Permitting Office

Reports of the Building Inspector, Electrical Inspector, & Plumbing & Gas Inspector

The Building Department is responsible for enforcing the Massachusetts State Building Code and the Wenham Zoning Bylaw. Building, Electrical, Gas and Plumbing Permits are issued and all construction inspections are processed through this office. A building permit should be obtained for work performed on all buildings. This ensures that the work will be done according to the Massachusetts Building Code and that the contractor has the proper licenses and insurances required.

Goals Achieved in 2016:

- In October 2016, the Board of Selectmen approved the new fee schedule for building, electrical, plumbing, and gas permits. The fees were established by researching fees in comparable communities, reviewing changes in the industry, and considering the department's expenses for its services. The new schedule is easier to read and more user-friendly. It went into effect on January 1, 2017 and can be found on the Building Department web page.
- E-Permitting and E-Payment is now in full effect for all building, electrical, plumbing, and gas permits.
- Thanks to the dedication of several volunteers, the Permitting Office has started a large re-organization project including the property files as well as Planning Board documents. This will make it easier for residents to access information about their property in the future.

Priorities for 2017:

- Continue organizing the Permitting Office files, archive files in the basement, and Planning Board documents/plans so that they are in a searchable database and can be scanned into an electronic filing system.
- Provide more information to homeowners regarding the permitting process, what needs to be permitted, and the records in the office.
- Establish Assistant Inspector positions for all areas of inspection.
- Work with the Finance Committee and Town Administrator to determine the feasibility and benefits of regionalizing inspectional services positions.

Inspection Type	Permits 2015	Permits 2016	Revenue 2015	Revenue 2016
<i>Building</i>	215	170	\$ 33,803	\$ 64,258
<i>Electrical</i>	215	143	\$ 13,622	\$7,595
<i>Gas & Plumbing</i>	283	189	\$ 7,341	\$ 8,595
Total	713	502	\$ 54,766	\$ 80,448

The Permitting Office/Inspectional Services would like to thank the Board of Health, Planning Board, Conservation Commission, Zoning Board of Appeals, Fire Department, Police Department, DPW, Water Department, and Assessor's Office in helping us provide effective and efficient permit review and customer service for Wenham residents and those doing work in Wenham.

Charles Brett, Building Inspector
Robert B. Brown, Jr., Electrical & Wiring Inspector
Kevin Dash, Plumbing & Gas Inspector

Mark Unger, Alternate Electrical Inspector
Robert J. (BJ) Brown, Assistant Electrical Inspector

Jackie Bresnahan, Permitting Coordinator & Special Projects Assistant

Planning Board

The Planning Board oversees the rules and regulations governing the subdivision of land, site plan review, and special permits according to the Wenham Zoning By-Law and Massachusetts General Laws, Chapter 41, Section 81. Specifically, the special permits under the purview of the Board include Grading & Erosion Control, Alteration of Land in the Flood Plain Overlay District, Signs, Cell Towers, Residential projects in the Senior Housing and Independent Living Overlay Districts, Flexible Residential Developments, Common Driveways and Hammerhead lots.

Goals Achieved in 2016:

- Assisted with the completion of the Chapter 61 process for the Lakeview property and reviewed the Wenham Pines Flexible Development project.
- Assisted with the completion of phase one of the codification process for land use bylaws and regulations.
- Brought forth the following Amendments to the Zoning Bylaws that were approved at Town Meeting in 2016:
 - Site Plan Review
 - Site Plan Review for certain institutional and exempt uses
 - Reasonable Accommodation
- Began review and update of Rules and Regulations Governing the Subdivision of Land, including fees.
- Attended Land Use Workshop with Town Counsel.
- Significant Projects in 2016: Lakeview Golf Course/Wenham Pines; 213R Larch Row Modification; Spring Hill Subdivision Approval; 60 Arbor Street Subdivision Denial; Penguin Hall Special Permit Approval.

Priorities for 2017:

- Continue to monitor Spring Hill Farm permitting process.
- Continue to recommend amendments to Zoning Bylaws as needed.
- Continue the review and update of Rules and Regulations Governing the Subdivision of Land, including fees.
- Finalize Permit for Wenham Pines and monitor project as construction begins.

The Board would like to thank Emilie Cademartori for her dedicated assistance throughout the years. She was a valuable asset to the Planning Board and will be missed. Anthony Fields was hired as interim Planning Coordinator from March to July. The Planning Board welcomed new Planning Coordinator Margaret Hoffman in July.

Respectfully Submitted,

David E. Geikie, Chair

Stephen Kavanagh

Minot Frye

Donald J. Killam, Jr.

Virginia L. Rogers

Margaret Hoffman, Planning Coordinator

Zoning Board of Appeals (ZBA)

The Wenham Zoning Board of Appeals exercises all powers granted to it by Massachusetts General Laws, Chapters 40A, 40B, and 41 and the Town of Wenham Zoning Bylaw. The Board hears and decides applications for special permits, appeals or petitions for variances from regulations governing dimensions of land or structures, appeals taken by any aggrieved by reason of his inability to obtain a permit or enforcement action under the provisions of MGL Ch. 40A, and applications for comprehensive permits.

Goals Achieved in 2016:

- One variance for a residential project was reviewed and approved.
- Continued ongoing monitoring of the construction of Middlewood project on Burley Street.
- The Town Meeting voted to allow up to three associate members to the Zoning Board of Appeals.
- Zoning Bylaw changes were adopted at Town Meeting in 2016 to allow the ZBA to require site plan approval for projects that are exempt from zoning under the Dover Act.
- Reviewed and approved the site plan for the Academy at Penguin Hall, the former Mullens Advertising site, at 36 Essex Street. Any additional exterior changes will need further review by the Board.

Priorities for 2017:

- Continue to work with legal counsel through the appeal process of the Maple Woods comprehensive permit.
- Solicit additional members for appointment by the Board of Selectmen to fill the three associate member positions.

Member Shaun Hutchinson resigned from the Board in September. The Board thanks Shaun for his hard work and for volunteering his time to the community. Alternate member Christopher Vance was appointed as a full member in October.

The Board would like to thank Emilie Cademartori for her dedicated assistance throughout the years. She was a valuable asset to the Board and will be missed. Anthony Fields was hired as interim Planning Coordinator from March to July. The Board welcomed new Planning Coordinator Margaret Hoffman in July.

Anthony M. Feeherry, Chair

Jeremy Coffey

Shaun Hutchinson (*Resigned*)

Christopher Vance, Associate Member (*Appointed to a full membership*)

Margaret Hoffman, Planning Coordinator

Affordable Housing Trust

The Town of Wenham Affordable Housing Trust was established in 2009 for the purposes of preserving and creating affordable housing in the Town of Wenham for the benefit of low and moderate income households. The Trust was granted a number of powers related to its mission of creating affordable housing units within the Town, including the ability to buy and sell real estate, make appropriate investments to maximize the return on funds held for the purpose of creating affordable housing, to accept donations and real or personal property for these purposes, and to make other financial commitments including the hiring of necessary real estate, legal, and financial professionals, all with the approval of the Board of Selectmen. Among its other powers and responsibilities, the Trust is directed to monitor and supervise the placement of qualifying individuals into created affordable housing units and monitor the Town's compliance with the state's goals for providing affordable housing, applicable to all Massachusetts cities and towns.

The Trust continues to focus its effort on expanding the opportunities for affordable housing units in Wenham. An important goal of this effort is to increase the inventory of attractive and affordable housing in the Town to 10% or more of total housing stock, the affordable housing goal established by state law. To meet this requirement the Town currently needs approximately 22 units as of the 2010 census. By reaching the 10% goal, the Town will be able to avoid imposition of so-called M.G.L. c. 40B housing projects which can override local zoning laws and which could convert some of our significant open space and gateway properties into development sites that could result in substantial financial burdens on municipal services. Once the 10% affordable housing goal is reached, further development of housing in the Town will be subject only to existing local rules, regulations and policies, independent of whether affordable housing is proposed.

There can be as many as seven and as few as five Trustees appointed by the Board of Selectmen to carry out the purpose of the Trust. Joshua Anderson currently serves as chair and Catherine Harrison is the designated Board of Selectmen Trustee. Additional Trustees include Michelle Bailey, Judy Bubriski, Joseph Hosler, Jamie White and Rick Woodland.

The Trust currently has sufficient financial resources to continue its work, drawing upon funds previously established for this purpose with no financial contribution from Town of Wenham operating revenues. The major source of funding for the Trust comes from the transfer of funds that were originally set aside by a developer for the creation of affordable housing. Other sources of funding include transfer of dedicated housing development related funds previously held in WISSH, the transfer of the so-called Brady Fund, monies from the Community Preservation Fund dedicated for affordable housing, and affordable housing related funds from the North Shore Home Consortium.

The Trust currently maintains a housing inventory with a total estimated value of approximately \$230,000, which has been leased to a qualified household and recorded as a qualified "Local Action Unit."

The Trust engaged a consultant to update our Housing Needs Assessment, which was last reviewed in 2008. A final report from this process is expected in 2017.

The Trust is constantly on the lookout for suitable opportunities for the creation of affordable housing and seeks the assistance of every town resident to provide information on any potential opportunities where the Trust could facilitate the creation of appropriate affordable housing in Wenham.

Joshua Anderson, Chair
Michelle Bailey
Judy Bubriski
Catherine Harrison, BOS Representative
Joseph Hosler
Jamie White
Rick Woodland

Board of Health

The Board of Health makes regulations as it deems necessary for the public health and safety of the Town. The Wenham Board of Health is responsible for the enforcement of State Sanitary Codes, State Environmental Codes and Wenham Board of Health Regulations. The Board of Health hires staff to assist with the following areas of responsibility include: septic systems, housing and dwelling units, food service establishments, private wells, recreational camps for children, and animal inspections.

Goals Achieved in 2016:

- Began updating all Emergency Management documentation and plans.
- Reorganized all septic related files.
- Adopted the 2013 edition of the food code.
- Co-Sponsored annual Flu Clinics with the Hamilton Board of Health.

Priorities for 2017:

- Conduct a “dry run” of Wenham’s Emergency Dispensing Site by hosting a flu clinic at the Town’s designated site: Buker School. This is a standard way that many towns test their emergency preparedness plan. By hosting an actual vaccination event at the site, it can be determined how well the Town would be able to manage a real emergency, areas that may need improvement, traffic flow patterns that might need to be modified, etc.
- Update all Emergency Management plans and details.
- Finish office reorganization, including food service, recreational camps, and pools.
- Boost health education and outreach by Public Health Nurse via collaboration with Wenham Council on Aging, Buker Elementary School, and Gordon College.
- Complete regulations for the sanitary keeping of animals in Town.

We would like to welcome Ms. Bobbie Cody, who began serving as the Assistant Health Agent in February 2016. She handles all food service, public pools, dwelling units, and recreational camps for the Board of Health.

Respectfully Submitted,

Dr. Andrew Ting, Chair
Alyson Preston, RN, Member
Gerald Donnellan, Member

Gregory Bernard, Health Agent
Bobbie Cody, Assistant Health Agent
Maribeth Ting, RN, Public Health Nurse
Anne Jackman, Animal Inspector
Jackie Bresnahan, Permitting Coordinator & Special Projects Assistant

Council on Aging

Our mission is to advocate for Wenham senior citizens and to develop, implement, and promote programs and services that support their independence, health, and well-being. All senior residents of Wenham are invited to participate in the scheduled activities and programs that have been developed in Wenham and all of the surrounding communities for your enjoyment and benefit. We consider our transportation program as vital to the lives of those in our community who cannot drive.

Goals Achieved in 2016:

- The Wenham COA offered a 10-week National COA sponsored *Aging Mastery Program* with great success for 35 local residents on useful subjects including: Exercise that's right for you; Healthy Eating; Sleep; Medication Management; Financial Fitness; Advanced Healthcare Directives; Finance and Estate Planning; Healthy Relationships; Balance & Fall Prevention; and Community Engagement.
- We have successfully reached hundreds of Wenham area residents with programs that provide Health Insurance counsel, property tax help, legal referrals, fuel assistance, medical rides, trips to Market Basket, bridge group, yoga ~ balance ~ strength classes 3 days per week, KUE knitting group, RIFF book club, Geological Wonders movie lectures c/o The Great Courses, Bocce Jamborees, ERBA kayaking, Trustees outdoor trail walking, instructional Art Classes with Aleah, organic gardening, bus trips, entertainment, and a busy medical equipment loan program.

Priorities for 2017:

- Write MassDOT grant for new 8-passenger, handicapped accessible cutvan.
- Discuss renovation plan for facility side entrance, kitchen update, and the carpeting and re-flooring of the downstairs of 10 School Street.
- Develop iPad training for the Hamilton-Wenham Library for caregivers and older adults.
- Develop new program for day trips and movies.
- Develop Outreach Plan using volunteers to assist local residents 80 and over who have decided to age-in-place with additional services.

James Reynolds, Director
Penny Wingate, COA Board, Chair
Wendy Campbell, Wenham COA Friends, President
Cathy Tomasello, Administrator
Traci Massimi, Outreach Coordinator
Nick Richards, Van Driver
Warren (Bob) Gray, Van Driver
Lloyd Durgin, Van Driver



Wenham COA Van parked in front of the COA Building

Housing Authority

The Board of Commissioners along with Paula Mountain, the Executive Director, are responsible for the administration of Enon Village at the Wenham Housing Authority; the complex for the elderly/disabled on Larch Lane and two four-bedroom houses for disabled adults also on Larch Lane. The Wenham Housing Authority also works closely with town authorities. Four of the five Commissioners on the Board are elected. Each of the elected commissioners serves a five year term; these terms are staggered. The fifth Commissioner is appointed by the Governor.

Both the elderly complex at Enon Village and the two houses for disabled adults were built with state funds. The elderly housing complex receives no operating subsidy from the state and is self-sufficient in that it relies solely on rents for its operation. The state occasionally awards grants for specific projects.

The disabled housing is leased to Eliot Community Human Services, Inc. which pays a monthly rent to the Housing Authority. In return for the rent, the Housing Authority provides assistance from its Executive Director and the Maintenance Mechanic and is responsible for capital maintenance. Eliot Community Human Services, Inc. provides the staff for the residents' needs and undertakes preventative maintenance of the buildings. The rent received from Eliot Community Human Services, Inc. is set by the Commonwealth.

With the assistance of Formula Funding through the Department of Housing and Community Development and funds from the WHA own reserves, several capital projects were completed in 2016. A second phase of door replacements was begun with a project cost of \$73,490.00; additional tree maintenance and pruning was done for a cost of \$5000.00 and thru National Grids Multi-Family Retrofit Program, which is administered by Action Energy Services of Gloucester, the housing authority received 54 new energy efficient refrigerators (value of \$51,600.00) and property wide LED lighting retrofit (value of \$82,509.00) all for a cost of \$0.00 to the Housing Authority.

The WHA Board of Commissioners, with tenant participation has adopted a No- Smoking Policy which became effective November 1, 2015. **Smoking is not permitted in any of our buildings including tenant apartments and common areas.** Smoking is permitted outside but must be 25 feet away from all buildings.

Both the tenants of the disabled residences and the elderly/disabled benefit from beautiful grounds at Larch Lane which are maintained by the maintenance staff of the Housing Authority. Enon Village Tenants also contribute to the beautification of the grounds through their flower planting and gardening. There are 24 garden plots available to tenants who register for one. This is done on a first come first serve basis. If after a one (1) month sign up period for our tenants, there are any plots available they are opened up to seniors in Wenham and Hamilton community, depending on availability. The tenants have also constructed a horseshoe pit area which sees much activity.

Enon Village Elderly/Disabled Housing

Anyone interested in elderly/disabled housing must complete a standard application and have an income below \$51,150 for one person and \$58,450 for two people. A waiting list is maintained with current residents of Wenham receiving preference. Thirteen and a half percent (13.5%), which represents 11 of our units, must go to the handicapped/disabled population who is under age 60 and meets state requirements. Rent is calculated on 30% of adjusted gross income which includes utilities.

The Council on Aging's van service is well-utilized by the tenants at Enon Village. The Housing Authority and the COA sponsor YOGA classes for Wenham seniors held at Enon Village on Tuesday & Friday mornings. On Friday afternoons BINGO is also well attended.

Once again, we express our appreciation to the Police, Fire and Highway departments for their continued concern and care on behalf of the Enon Village residents. The Executive Director works with the WISSH Committee, Senior Care and other agencies to ensure that tenants have access to needed social services.

The Board of Commissioners meets 12 times per year on the second Wednesday of the month in the community building at Enon Village at 7:00 PM. If anyone is interested in visiting the facilities at Larch Lane or has questions, please contact the Executive Director at 468-1532.

Don Luxton, Chairperson
Bruce Blanchard, Vice-Chairperson
Suzanne Thomas, Commissioner
Arthur Burt, Treasurer
Elizabeth Craig-McCormack, State-Appointee, Vice Treasurer

Paula Mountain, Executive Director
Christopher Cerino, Maintenance
Ron Martineau, Groundskeeper
Jessica Sadoway, Admin. Assistant

Veterans' Services

Veterans Services is charged under Massachusetts General Laws Chapter 115 with providing services to Veterans, dependents, and widows. The Town funds this program for their resident Veterans, dependents, and widows, and is subsequently reimbursed 75% by the Commonwealth. It is the responsibility of the department to follow the process dictated by the Department of Veteran Services so that the Town receives the fully allowed reimbursement. The department is also tasked with the responsibility of assisting Veterans and their families with VA benefits; ensuring that each Veteran and/or family member receives all benefits that are available to them.

Goals Achieved in 2016:

- Assisted Veterans and their families with VA Benefits.
- Assisted Operation Troop Support by sending care packages and personalized letters to deployed troops.
- Began participating with new North Shore Veterans Collaborative, including assisting with outreach and recruitment.
- Attended State and Associations Meetings and Trainings.
- Implemented new accounting software and payroll system.

Priorities for 2017:

- Increase outreach and support.
- Advise and support newly developed Veterans Committee.
- Participate in Wenham Museum "Pathways of Patriotism" Women in the Military event.
- Increase Wenham's participation in "Wreaths Across America."

VA Awarded Benefits (in all 8 communities in the Eastern Essex District):

- Veteran Compensation: 20 Veterans total \$341,160.
- Dependency & Indemnity Compensation: 6 widows/widowers total \$93,492.
- Total Awards 26 Veterans/Widows/Widowers: \$434,652.

The department was fortunate to retain all of its personnel this year. Due to this consistency, we are able to develop relationships and provide superior service to the resident Veterans and their families.

Respectfully Submitted,

Karen Tyler, Veteran Service Officer
Tracey Brown, Assistant to the Director
Eastern Essex Dept. Veterans' Services
Ipswich Town Hall
25 Green Street
Ipswich, MA 01938
1-866-347-8838

WISSH: Wenham Issues of Social Service Help

The Wenham Issues of Social Service Help (WISSH) was established in 1979 to assist Wenham residents experiencing an emergency financial situation. Members are appointed by the Board of Selectmen. Along with emergency financial assistance, WISSH is a referral agent for Wenham residents who are in need of help with food, medicine, insurance, utility bills, and fuel assistance. The committee has established quarterly meetings which are held at the Wenham Council on Aging building and Town Hall.

Goals Achieved in 2016:

- Helped people in need.
- Provided people with other resources for help.
- Raised awareness about WISSH in the community.

Priorities for 2017:

- Continue our fundraising efforts.
- Continue to help people in need.
- Seek out possible new board members.

WISSH continues to have a direct confidential phone line via Town Hall at 978-468-5520 x 9. Messages may be left and the board chair will return all calls. A financial screening is completed for each request to determine eligibility for assistance. Strict confidentiality is maintained by using a number-coded system to transact all financing.

Funding for WISSH comes from the generosity of town residents who respond to the Board's "as needed" appeal for financial support. WISSH does not receive funding from the Wenham Town Budget, so we are dependent on our generous residents who respond to our solicitation. WISSH has not sent a letter requesting financial support to the town since 2009, but that time may be drawing near. Finally, thank you to our Selectmen and Town Administrator for their help and support this year.

Ann Brainard left the WISSH Committee in June of 2016 and Tracey Hutchinson joined the committee. We are thankful for her support.

Respectfully submitted,

Marisa Bartlett, Chair
Linda Rich
Tom Tanous
Julie Clay
Maribeth Ting
Cal Perkins
Candy Kuebel
Tracey Hutchinson
Trudy Reid
Jane Pederson
Don Killam

Community Preservation Committee

In 2005, Wenham voters adopted the Community Preservation Act (CPA). This provides the Town with a smart growth tool allowing us as a community to identify and preserve vital historic and open space components of our town and to develop opportunities for growth that maintain the Town's heritage and character with the added benefit of some matching state funds.

Specifically, CPA funds can be used to help create affordable housing projects that will meet the state's 10% target. Once that mandate is achieved, all future development will be governed by our own zoning regulations and no longer by state law 40B. CPA also allows us to develop efficient strategies to preserve and protect our remaining open space from over development, to provide and upgrade recreational facilities, and to restore our historic buildings and properties.

Wenham's CPC welcomes and will give full consideration to all open space, historic, recreational, and housing applications that meet the criteria of the Act. At the April 2016 Town Meeting, the following appropriations were approved:

- Town Hall construction debt (\$143,938)
- Winthrop Playground (\$20,000)
- Enon 1 Antique Fire Pumper housing (\$50,000)
- Main Street Cemetery old stone restoration (\$35,000)
- H-W Recreation Department sports field design (\$22,592)
- First Church bell tower renovation and clock repair (\$64,100)
- Veterans' Memorial landscaping (\$10,000)
- Administrative expense (\$7,500)

This year, Wenham recognized \$456,291 in total revenues from \$324,682 raised by the CPA 3% tax surcharge and an additional \$131,609 from the state, for a 40.5% match.

Currently, there is a balance of \$ 2,200,530 in available funds. Out of this, \$ 1,010 is reserved for Historic Preservation, \$ 533,293 for Open Space/Recreation, and \$ 242,000 for Community Housing, i.e. "Affordable". This leaves almost \$ 1,404,222 available to add to any of the above.

Kennon Anderson (At-Large Member)
Arthur Burt (Wenham Housing Authority)
Denis Curran (H-W Recreation Department)
Barbara Locke (Historic District Commission)
Leo Maestranzi (Conservation Commission)
Virginia Rogers (Planning Board)
Thomas Starr (At-Large Member)
Patrick Waddell (At-Large Member)
Harriet Davis (At-Large Member), Chair

Cultural Council

The Hamilton Wenham Cultural Council is part of a grassroots cultural funding network supporting community-based projects in the arts, humanities, and sciences annually. Each year, the council is awarded a little less than \$10,000 in funding from the Massachusetts Cultural Council. Through a competitive grant process, the Hamilton Wenham Cultural Council awards funds to arts, humanities, and interpretive science projects in our communities. In 2016, the Council awarded \$10,805 to 15 applications of the 19 submitted. The projects were:

Recipient	Project	\$ Awarded
		1,500.00
Community House	Sundays in Patton Park Concert Series	
Community House	Stage 284 Mainstage Season 2017	1,500.00
Kendal Clark/HW		
Schools	BSO Youth Concert for Elementary Music Students	1,000.00
Amy Marks/Winthrop	Crow, Clap and Yell: Participatory Tales	495.00
Delvena Theathre	Laugh with the Ladies	485.00
Mass Audubon	Spring Birdwatching Walks in Hamilton and Wenham	200.00
Tim Van Egmond	St. Patrick's Day Performance at Senior Center	425.00
HW Library	Jim Napolitano's "Shadows Around the World" presentation	400.00
	Kevin O'Keefe's Circus Minimus "One-Man Circus-in-a-Suitcase"	
HW Library		350.00
MA Ed Theater Guild	MA High School Drama Festival	700.00
Cantemus Chamber	Cantemus Meets Rumbarroco: a Latin American Celebration	500.00
LWV of HW	Civics Bee 2017	800.00
Charles River Sinfonietta	Chamber Music Concert at Community House	500.00
Wenham COA	Celebrating New England: A Performance for Seniors	450.00
The Musary	Instrument Playground Instruments Acquisition	1,500.00
		<u>10,805.00</u>

The HWCC appreciates the service of those who left the Council in 2016 (years of service): Sasha Nostrand (6), Ann Brainard (5), Virginia Eaton (1), and Krista Veenema (3).

Kerry Wiersma has stepped down as Chair after several years handling the role beautifully and remains a member, and Maureen Maier has taken on the critical position of Treasurer.

Charlotte Lidrbauch, Chair, Hamilton
 Maureen Maier, Treasurer, Wenham
 Samantha Drislane, Wenham
 Jennifer Drummond, Hamilton
 Ann Furey, Hamilton
 Emily Hayden, Hamilton
 Kathryn Kranz, Hamilton
 Sasha Nostrand, Hamilton
 Lindsay Schnabel, Wenham
 Kerry Wiersma, Wenham

Iron Rail Commission

The Iron Rail Commission oversees and helps facilitate operations at the town-owned property at 91 Grapevine Road. Space is provided for DPW operations, Boy Scouts, passive walking and biking trails, as well as the Iron Rail Cemetery. Field space for soccer and building rentals to various private sector vendors provide the Town with income. Swamp land and open space on the property benefit wildlife, the regional water supply, and avoid development that would be detrimental to those resources.

2016 was an exciting year at the Iron Rail Property. Our goal is to stabilize the property by tackling the critical infrastructure issues, and then enhance the property to bring it up to its full potential.

Goals Achieved in 2016:

- Front door replaced
- Parking lot refurbished and regraded with road scrapings (thanks to Wenham DPW).
- Dead/overgrown trees and bushes trimmed or removed on Arbor Day (thanks to Iron Tree Service).
- Memorial to Albie Dodge started (thanks to Colin Remsen and Boy Scout Troop 28).
- General property cleanup (thanks to Boy Scout Troop 28 and the Wenham DPW).

Priorities for 2017:

- Replace the main sign at Grapevine Road.
- Issue requests for proposals and renew tenant leases.
- Continue maintenance and cleanup work.
- Work with Town officials to create a reliable revenue stream to address critical capital needs.

After several years, Ted Batchelder stepped down as Chairman of the Iron Rail Commission; however he still remains on the Board. Jim Romano succeeded him as Chairman. Jason Wachtel joined the Commission and Al Evans stepped down.

Jim Romano, Chair
Ted Batchelder
Jason Wachtel

Tree Removal Work being done at
the Iron Rail in 2016



Hamilton–Wenham Public Library

The Hamilton-Wenham Public Library is a publicly-funded institution dedicated to the common good by serving the informational, educational, cultural, and recreational needs of the community and encouraging its patrons in the lifelong pursuit of learning and personal growth. The library will be responsive to the needs of its diverse users, advocate and support the use of appropriate technology, build an excellent collection, commit itself to the highest ideals of library service and the principles of intellectual freedom, and provide a welcoming meeting place for the community.

In 2016, the library circulated 231,529 items. Our meeting rooms (including some programs that were offered offsite) were used by community groups and library programs a total of 1,897 times. The library offered 445 adult programs, 121 young adult programs, and 383 children's programs. Our reference department answered 16,320 reference questions and our study rooms were used a total of 2,352 times. 701 new cards were issued this year. Our Overdrive downloadable e-book and audio book circulation increased from 1,433 in 2011 to 7,224 in 2016.

Our 2016 accomplishments included:

- Launched a telescope lending program.
- Won the State Teen Video Challenge.
- Added a new wireless access point to solve connectivity issues.
- Added nine new public computers and three printers.
- Worked with the Friends of the Library to beautify the library grounds.
- Worked with volunteers to plant three new trees on library grounds.
- Added the 66 disc collection of *Times Past* Historical DVDs to the Internet Archive.
- Expanded MakerBot 3-D Printer workshops and e-book offerings.
- Visited classrooms and hosted school field trips.
- Added two book groups: "Speculative Tuesdays" and a Cookbook group.
- Led a summer reading program with 1,137 children participating.
- Added shelving to the growing large print section of the library.

Our 2017 goals include:

- Migrating successfully from Evergreen to Symphony, our new Integrated Library System.
- Improving access on the library's website to all our electronic resources.
- Expanding community and interdepartmental partnerships to promote literacy and education.
- Responsibly removing from the library all obsolete library technology equipment.

In 2016, we said a sad good-bye to Library Assistants Katie Arey and Allison Hunt and welcomed Melissa Griffiths and Christine Burns. Current Library Staff are: Jan Dempsey, Library Director; Rob Pondelli, Assistant Director; Chris Burns, Library Assistant; Kim Claire, Young Adult Librarian; Kerry Crockett, Children's Library Assistant; Jeannine Curtis, Library Assistant; Karen D'Ambrosio, General Services Librarian; Nancy Day, Head of Technical Services; Lorraine Der, Children's Librarian; Amy Dziewit, Head of Circulation; Miranda Griffiths, Children's Library Assistant; Anne Hanrahan, Library Assistant; Sarah Lauderdale, Head of Reference; Josh Lear, Library Assistant; Dede McManus, Librarian; Rebecca Shea, Adult Services Librarian; and Stephanie Smith, Library Assistant. Our Library Pages are Mark Baumeister, Lucy Huang, Josh Hunt, Ewa Klopetek, and Barbara Morrell.

We thank our dedicated volunteers who assist in all library departments. Current Library Trustees are Patricia Purdy, Chair; Judy Bubriski; Julie Clay, Vice-Chair and Secretary; Gwen Holt, Liaison to the Friends; Nichole Gray and Margaret Whittaker.

Most of our programs are funded by the generous support of the Friends of the Hamilton-Wenham Public Library who work tirelessly to support our library. The Friends, under the leadership of Stacy Hughes and Christine Mulvehill purchased supplies for the 3-D printer, a new projection screen for the Children's Programming Room, and sponsored two speakers for our 2016 Community Read: Dr. Robert Brooks and Gary D. Schmidt. The Friends also

provided the funds to add plants for a pollinator garden and to maintain the newly planted beds. The Friends held three successful book sales in 2016 and they continue to provide the following museum passes for the public to enjoy: Boston by Foot, Children's Museum in Boston, Cape Ann Historical Museum, Concord Museum, DeCordova Museum in Lincoln, Department of Conservation and Recreation, Harvard Museum of Natural History, House of Seven Gables, Institute of Contemporary Art, Isabella Stewart Gardner, JFK Library and Museum, Museum of Fine Arts, Museum of Science, New England Aquarium, Orchard House, Peabody Essex Museum, Strawberry Banke, Wenham Museum, and Zoo New England. Patrons can call to reserve passes or access the remote sign-up on our website. In 2016, patrons reserved museum passes 1,525 times. To learn more, visit the Friends' website at www.friendsofhwlibrary.org.

In 2016, the library continued to offer *Grzimek's Animal Life Encyclopedia* in print and online, the online *Chilton Library* for car repair, the *Gale Testing and Education Reference Center* and the *Gale Virtual Reference Collection* featuring over 800 nonfiction e-books. These products enable patrons to access many library resources on a 24/7 basis. We continue to list our programs and events on our website at www.hwlibrary.org. Patrons can order library materials from home through the Evergreen software and access many electronic resources. The statewide databases, including the *Encyclopedia Britannica* support geo-location, so Massachusetts patrons can access them even without a library card. We also offer our Hamilton and Wenham citizens *Ancestry.com Library Edition*, *American Ancestors*, *Safari Books Online*, two geography databases, *Booklist Online*, *Morningstar Investment Research Center*, and *Cypress Resume*. We also use the consortium-wide collection of downloadable e-books and audio books via Overdrive. We continue to offer *Universal Class*, a program that allows Hamilton-Wenham citizens to enroll in or audit over 500 classes at no charge. Patrons can sign up for *Wowbrary* emails or our Constant Contact newsletter by going to our website or calling us at 978-468-5577.

We thank our patrons for their support of the library as a public good and for their kindness and generosity. Thank you for participating in our 2016 *Readers are Leaders* reading challenge. We encourage everyone to sign up for a library card and visit the library often in 2017.

Respectfully submitted,

Jan Dempsey, Library Director



Left: Patrons enjoying the Tech Take Apart Program.. Right: Chinese New Year 2016.

Joint Board of Library Trustees of Hamilton & Wenham

The Joint Board is responsible for the custody and management of the library and its services and facilities located at 14 Union Street in Hamilton and members are active participants in promoting and supporting the mission statement of the Library.

Goals Achieved in 2016:

- Promoted literacy with “Readers are Leaders” interdepartmental collaboration between Hamilton and Wenham.
- Hosted a Massachusetts Board of Library Commissioners Trustee Orientation.
- Participated in Wenham’s Citizens Leadership Academy which educated the public about the role of the Library Trustee.
- Worked with Hamilton and Wenham to navigate the 2016 Hamilton National Election polling location change.
- Announced with pride that two library staff members are attending Simmons College for their Master in Library Science degrees.

Priorities for 2017:

- Continue to promote citizens’ awareness of the role of the public library trustee.
- Increase public knowledge of all library services.
- Prioritize continuing education for library trustees on how libraries are evolving.

In FY16, the Library received:

- \$3,061 in trust fund income
- \$7,027 in monetary gifts
- \$21,015 in State Aid
- \$1,090 from the Cultural Council for Summer Family Programs

Trust Fund Income is used for library materials, staff development and upkeep of the Children’s Room aquarium. State Aid funds were used in FY16 for software and the subscription to *Universal Class*, and other information technology needs as well as new chairs for the children’s room. Library materials and a lending telescope were purchased with Gift Funds.

Respectfully submitted,

Patricia K. Purdy, Chair

Judith H. Bubriski

Julie Clay, Vice-Chair and Secretary

Gwen Holt, Liaison to the Friends

Nichole Gray

Margaret Whittaker

Pingree Park Playground Committee

The Pingree Park Playground Committee was formed to raise funds for a new playground at Pingree Park and to develop the design for the new structures.. The Committee works with the Hamilton-Wenham Recreation Department to ensure the new playground meets the needs of the community.

Goals Achieved in 2016:

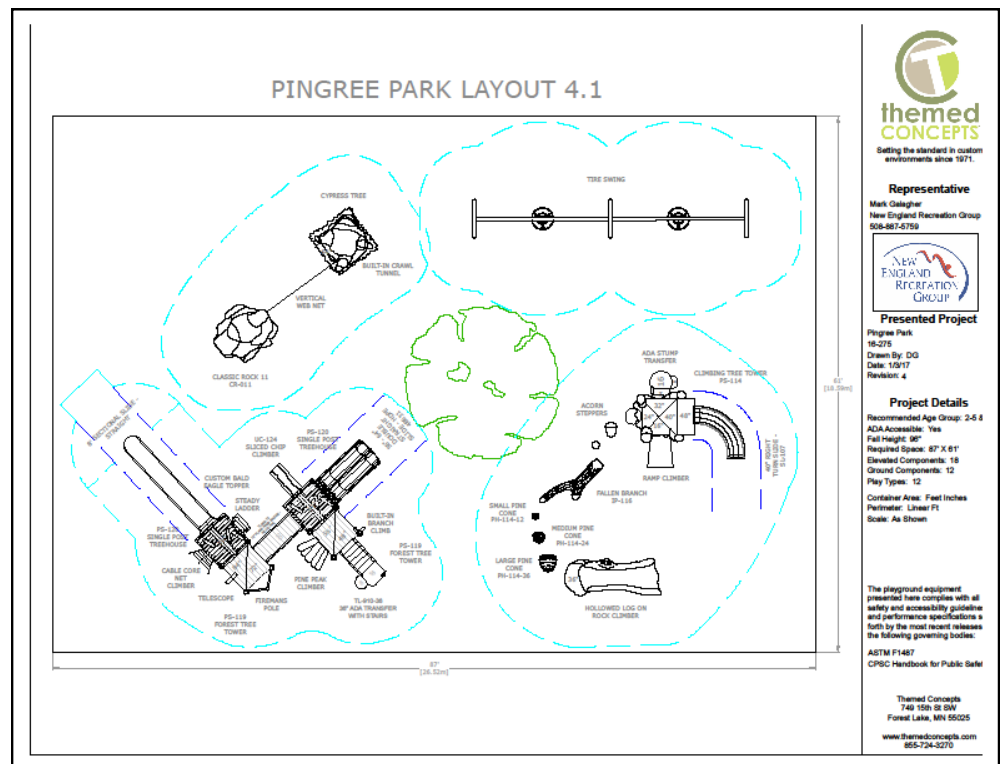
- Fundraising for the playground has commenced.
- Playground design has been selected.
- Applications were submitted to the Hamilton and Wenham Community Preservation Committees for funding.
- Support has been secured from the Hamilton-Wenham Recreation Department.
- The Wenham Board of Selectman voted to approve the proposed playground design and support the CPC application from the Town of behalf of the Pingree Park Playground Committee.

Priorities for 2017:

- Complete fundraising goals.
- Order playground equipment.
- Prepare surface for play structures.
- Install playground equipment.
- Re-open playground at Pingree Park.

Respectfully submitted,
 Lisa Fall, Chair
 Marisa Bartlett, Treasurer
 Victoria Kunzer, Secretary
 Corrie Sprague
 Kate Kilpatrick
 Amy Brown

Draft of the new Pingree Park Playground Layout



Hamilton-Wenham Recreation Department

The Hamilton-Wenham Recreation Department's mission is to provide a wide variety of programs designed to improve the quality of life for residents by meeting physical and recreational needs. We promote life long lessons through play, education and community wide events. The Hamilton-Wenham Recreation Department is overseen by a Joint Hamilton and Wenham Recreation Committee. The Committee is comprised of three Hamilton residents and three Wenham residents.

Goals Achieved in 2016:

- Offered residents seasonal programming and activities including health and wellness, exercise and sport, and enrichment classes. Some of our new programs this year included a High School athlete conditioning program, CPR and First Aid classes, dance classes, and an adult yoga classes.
- Finished construction on the new Veterans Memorial Pool at Patton Park which is set to open in the summer of 2017.
- The Department was awarded CPA funding for the design and engineering for the High School Athletic Complex renovation.
- Co-sponsored the Summer Block Party which included a fireworks show to end the evening.
- Sponsored Pumpkin Fest which brings together families from both communities to enjoy a day of pumpkin carving, arts and crafts, and the costume parade, where children walk through downtown and trick or treat at local businesses.
- New Dugouts were generously donated by Little League at both the Pingree and Patton Park Baseball Diamonds.
- Purchased two sets of bleachers with Hamilton CPA funds which were erected at the Large Diamond at Patton Park.
- Continued to provide support to both the Hamilton and Wenham DPW for field and facilities maintenance.

Priorities for 2017:

- Have a successful first summer at the pool, which will include camp swim times, family memberships, swim team, and swim lessons.
- Replacement of the Pingree Park Playground.
- Continue to add different types of recreational programs for our residents.
- Work with the Hamilton and Wenham DPW on athletic field and facility maintenance programs.
- Increase participation in our programs by 15%.
- Work with consultant and Town officials to complete preliminary design and engineering for the High School Athletic Complex renovation.

This past calendar year our department saw a 20% increase in our overall program participation, with an 18% increase in our Summer Camp Program. This is a continuation of a trend over the last few years which has seen our department increase in both participation and in program revenue.

Respectfully Submitted,

Sean Timmons, Recreation Director
Danielle Kiely, Administrative Assistant

Joint Recreation Committee:

Denis Curran, Wenham
John Cusolito, Wenham
Len Dolan, Wenham
Reggie Maidment, Hamilton
Steve Ozahowski, Chair, Hamilton
Brad Tilley, Hamilton

Veterans' Memorial Committee

The Veterans Memorial Committee was appointed by the Board of Selectmen in 2007 to locate, design and construct a suitable memorial to honor Wenham Veterans. The Memorial was dedicated on Veterans' Day 2014.

Goals Achieved:

- Over \$275,000 has been raised for construction, primarily through donations.
- 41 granite pavers have been donated and installed, honoring veterans not on the memorial.
- 4 Memorial Benches were donated and installed in 2016.
- Curbing, walkways, and planting beds were added in 2016.

Priorities for 2017:

- Install shrubs (delayed in 2016 due to the drought).
- Install a lawn (delayed in 2016 due to the drought).
- Complete the project in 2017.

After many years of planning, fundraising and construction, the Veterans' Memorial Committee would like to thank all those who made this project such a great success.

Respectfully submitted,

Bruce Blanchard, Co-Chair

Robert Blanchard

Albert W. (Win) Dodge

Peter Hersee, Co-Chair

Stephen Kavanagh

Dean Pederson

John Perkins

Thomas Tanous

William Tyack

Veterans' Day Services held at the Memorial in 2016



Hamilton-Wenham Regional School District

The Mission of the Hamilton-Wenham Regional School District is to educate our children to become young adults who are of good character and demonstrate mastery of the knowledge and skills needed to be successful members of our global economy and engaged citizens of the 21st Century.

Goals Achieved in 2016:

- Made significant progress towards the development of PK-12 curriculum documents that clearly define for all stakeholders what students will need to know and be able to do in order to be successful in the HWRSD, including:
 - Developed a set of PK-12 Transfer Goals for each academic discipline according to the *Schooling by Design* Model.
 - Developed a set of PK-12 Overarching Understandings and Overarching Essential Questions for each curricular area.
 - Used developed PK-12 Transfer Goals, Overarching Understandings and Essential Questions to develop cross-curricular PK-12 Transfer Goals and Overarching Understandings and Essential Questions.
- Implemented a team-based schedule at Miles River Middle School that utilizes time to support the needs of all middle school aged learners.
- Implemented schedule changes at Hamilton-Wenham Regional High School that maximize opportunities for teachers to collaborate to improve curriculum, instruction and assessment.
- Developed a road map for educational program development in the HWRSD based on the options presented in the HWRSD in the Master Plan Document and further refined through the development of Long Term Transfer Goals.
- Developed a 5 Year Capital Plan to address the HWRSD's current facilities needs and to provide facilities that best support our future model.

Priorities for 2017:

- Explore, communicate, and implement the shifts in curriculum, instruction, and assessment necessary in order to meet the District's Mission of preparing our students to be "Future Ready."
- Develop plans to ensure the facilities of the HWRSD support the District's Mission and Strategic Blueprint.
- Advocate for a budget that calls for Educational Excellence while being mindful of the fiscal constraints of the communities.
- Develop an updated version of the Regional Agreement that addresses apportionment and other minor items to present to approval at Town Meeting for spring of 2017.
- Develop a documented and approved process for regular review and update of the District Policy Manual.

HWRSD Improvement Priorities for 2016-2017:

The HWRSD Currently serves 1724 students in grades K-12, 610 of these students are Wenham Residents. Three elementary schools, Bessie Buker in Wenham and Cutler and Winthrop Elementary in Hamilton, serve students in grades K-5. Students in grades 6-8 attend Miles River Middle School and grade 9-12 students attend Hamilton-Wenham Regional High School.

To serve these students, the HWRSD is currently staffed with approximately 294 Full-Time Equivalent (FTE) Positions. Professional Teaching Staff, 179 total, makes up 60% of these FTEs. Teaching assistants (52 FTE) make up the next largest group, with the remaining 63 positions distributed among administrators, nurses, administrative assistants and custodial/maintenance functions.

The FY17 Total Expenditures Budget was approved by both Hamilton and Wenham Town Meeting for the amount of \$31,279,282. The FY18 Budget request is presented in detail on the HWRSD Website: www.hwschools.net.

The HWRSD would like to recognize the retirements of the following teachers:

Angela Reddy	21 Years	Teacher	Miles River Middle School
Susan Lucia	23 Years	Teacher	Cutler Elementary School
JoAnne Kinnear-Brown	32 Years	Teacher	Cutler Elementary School

We thank them for their many years of service to the HWRSD!

Essex North Shore Agricultural & Technical School District

William H. Lupini, Ed.D.
Interim Superintendent

William O. Nichols
Wenham School Committee Representative

Essex Technical High School (ETHS) is Massachusetts' newest regional technical and agricultural high school, serving seventeen (17) member communities on the North Shore and over thirty-five (35) other communities statewide. Our mission is to provide students with both an academic and technical education that expands their opportunities after high school.

Twenty-four (24) career technical programs are available to students from member communities; students from other communities select from among eight agricultural and natural resource programs.

Enrollment at ETHS is 1,300 for the 2016-2017 school year. Moreover, over 1,000 students applied for 360 openings in our current 9th grade. Our new facility, which opened in September 2014, was designed for over 1,400 students (which we will reach in 2017-2018), and is organized into four (4) separate academies, which include programs that share similar career and programmatic objectives.

Animal and Plant Science

Veterinary Science; Natural Resource Management; Equine Science; Sustainable Horticulture; Companion Animals

Life and Natural Sciences

Cosmetology; Dental Assisting; Environmental Technology; Health Assisting; Biotechnology

Construction Technology

Electricity; Masonry and Tile Setting; Carpentry; Landscaping and Turf Management; Plumbing; Arboriculture; Heating; Ventilation; Air Conditioning/Refrigeration

Technology and Services

Automotive Technology; Graphic Communication; Collision Repair and Refinishing; Information Technology Systems; Culinary Arts; Advanced Manufacturing; Design and Visual Communication

In addition, our school is known for the unique opportunities provided to students and our communities, including the following:

- Our Cooperative Education Program places upperclassmen (juniors and seniors) in businesses where they work among professionals in their career majors.
- Several of the programs are open to and provide service directly to residents of our communities, including the Maple Street Bistro and Café, the Salon, Pet Grooming, Automotive and Collision Repair, and Blooming Designs, which all offer our students the opportunity to serve customers.
- Business and industry representatives serve on our Program Advisory Committee to ensure that our focus is on workforce needs.
- All of our graduates are placed in colleges, jobs, or the military, with the majority of ETHS alumni attending two- and four-year colleges.
- All ETHS academic courses are college preparatory and our programs include Honors and Advanced Placement options.
- We have early college and articulation agreements with many colleges and universities that provide our students with the opportunity to receive college credit for career and technical courses taken at ETHS.
- ETHS provides students with extracurricular activities that include MIAA competitive sports, intramural athletics, and various clubs and service groups, including SkillsUSA and FFA; organizations that encourage students to explore and develop additional skills across their career and technical disciplines.

Essex Technical High School offers a unique combination of career and technical programs from current industry and agriculture, a comprehensive academic program, and broad-ranging student activities.

Currently, Essex North Shore Agricultural & Technical School District enrolls 10 Wenham residents.



Appendix A

FY 2016

Financial Documents

2016

Annual Town Report

Part I, Appendix A

Town of Wenham

Combined Balance Sheet 07/01/2015 - 6/30/2016

	General Fund	Special Revenue Funds	Capital Project Funds	Trust Fund	Agency Fund	General Long Term Debt	General Fixed Assets	Total
ASSETS								
Cash/Investments	2,743,460.00	3,492,003.36	119,846.12	2,110,926.74	24,873.22			8,491,109.44
Property Taxes	180,269.30							180,269.30
Provision for Abate & Exempt	(146,872.71)							(146,872.71)
Tax Liens	88,518.58							88,518.58
Tax Foreclosures	368,455.76							368,455.76
Excises	93,813.32							93,813.32
Intergovernmental								-
Receivables - Other	2,333.90	15,843.79						18,177.69
CPA- Receivables		2,864.45						2,864.45
Water Receivables		42,536.42						42,536.42
Amount to be Provided for Long						5,291,178.75		5,291,178.75
TOTAL ASSETS	3,329,978.15	3,553,248.02	119,846.12	2,110,926.74	24,873.22	5,291,178.75	-	14,430,051.00

Liabilities								
Warrants Payable	244,420.36							244,420.36
Accrued Wages Payable	136,350.71							136,350.71
Withholdings Payable								-
Unclaimed Checks	351.69							351.69
Other Liabilities	675.00							675.00
Guarantee Deposits Payable					24,873.22			24,873.22
Def Rev Property Tax	33,396.59							33,396.59
Def Rev Tax Liens	88,518.58							88,518.58
Def Rev Tax Foreclosures	368,455.76							368,455.76
Def Rev Excise	93,813.32							93,813.32
Def Rev Intergovernmental								-
Def Rev Other Receivables	2,333.90	15,843.79						18,177.69
Def Rev CPA		2,864.45						2,864.45
Def Rev Water		42,536.42						42,536.42
Bonds Payable						5,291,178.75		5,291,178.75
TOTAL LIABILITIES	968,315.91	61,244.66	-	-	24,873.22	5,291,178.75	-	6,345,612.54

Town of Wenham

Combined Balance Sheet 07/01/2015 - 6/30/2016

	General Fund	Special Revenue Funds	Capital Project Funds	Trust Fund	Agency Fund	General Long Term Debt	General Fixed Assets	Total
Fund Balances								-
Invested in General Fixed								-
Reserved for Encumbrances	83,836.43	162.54						83,998.97
Reserved for Perpetual				412,662.93				412,662.93
Reserved for Cont Appropriations	755,000.00	35,000.00		1,698,263.81				2,488,263.81
Reserved for CPA		1,249,110.99						1,249,110.99
Designated for Subsequent								-
Undesigned General Fund	1,522,825.81							1,522,825.81
Undesigned Special Revenue		665,753.42						665,753.42
Undesigned Capital Projects			119,846.12					119,846.12
Undesignated CPA		1,388,357.52						1,388,357.52
Undesignated Water Surplus		153,618.89						153,618.89
Undesignated Capital Projects								-
Revenue								-
Expenditures								-
TOTAL FUND BALANCES	2,361,662.24	3,492,003.36	119,846.12	2,110,926.74	-	-	-	8,084,438.46
								-
TOTAL LIABILITIES & FUND BALANCES	3,329,978.15	3,553,248.02	119,846.12	2,110,926.74	24,873.22	5,291,178.75	-	14,430,051.00

Cash Reconciliation for June 30 - Fiscal Year 2016

Total Treasurer's Cash and Investments (6/30 year-end report)	8,490,914.80
Other trust funds not in custody of Treasurer	0.00
Total Cash and Investments	8,490,914.80
Accountant's/Auditor's Cash and Investments (PER BALANCE SHEET)	
General Fund	2,743,460.00
Special Revenue Funds	3,492,003.00
Capital Projects Funds	119,846.00
Enterprise Funds	0.00
Trust and Agency Funds	2,135,800.00
Total per general ledger	8,491,109.00
Reconciling Items (specify)	
Warrants Payable	0.00
Petty Cash	0.00
	0.00
	0.00
	0.00
	0.00
	0.00
	0.00
Total Adjusted Accountant's/Auditor's Cash and Investments	8,491,109.00
Variance - year end adjustment by accountant	-194.20

Signatures	
Treasurer	
Leslie Davidson, Treasurer , Wenham , ldavidson@wenhamma.gov 978-468-5520 9/7/2016 11:00 AM	
Comment:	
Accountant/Auditor	
Angel A Wills, Finance Director Accountant , Wenham , awills@wenhamma.gov 978-468-5520 8/23/2016 6:09 PM	
Comment:	

Schedule of Outstanding Receivables - Fiscal Year 2016

	Detail per Treasurer/Collector	Balance per General Ledger	Variance
Personal Property Taxes			
Levy of 2016	383.00	383.00	0.00
Levy of 2015	363.00	363.00	0.00
Levy of 2014	422.00	422.00	0.00
Levy of 2013	427.00	427.00	0.00
Levy of Prior Years	1,230.00	1,230.00	0.00
Total	2,825.00	2,825.00	0.00
Real Estate Taxes			
Levy of 2016	130,833.00	130,833.00	0.00
Levy of 2015	6,360.00	6,360.00	0.00
Levy of 2014	5,892.00	5,892.00	0.00
Levy of 2013	5,767.00	5,767.00	0.00
Levy of Prior Years	0.00	0.00	0.00
Total	148,852.00	148,852.00	0.00
Deferred Property Taxes			
Deferred Property Taxes	28,592.00	28,592.00	0.00
Taxes in Litigation			
Taxes in Litigation	0.00	0.00	0.00
Motor Vehicle Excise			
Levy of 2016	64,798.00	64,798.00	0.00
Levy of 2015	4,173.00	4,173.00	0.00
Levy of 2014	1,837.00	1,837.00	0.00
Levy of 2013	1,686.00	1,686.00	0.00
Levy for Prior Years	21,319.00	21,319.00	0.00
Total	93,813.00	93,813.00	0.00
Tax Liens/Tax Title			
Tax Liens/Tax Title	88,519.00	88,519.00	0.00
Tax Foreclosures/Tax Possessions			
Tax Foreclosures/Tax Possessions	368,456.00	368,456.00	0.00
Other Excise Taxes			
Boat Excise	0.00	0.00	0.00
Farm animal excise	0.00	0.00	0.00
Other:	0.00	0.00	0.00
Other:	0.00	0.00	0.00
User Charges Receivables			
Water	39,286.00	39,286.00	0.00
Sewer	0.00	0.00	0.00
Other:	0.00	0.00	0.00
Other:	0.00	0.00	0.00
Other:	0.00	0.00	0.00
Other:	0.00	0.00	0.00
Utility Liens Added to Taxes			
Utility Liens Added to Taxes	0.00	0.00	0.00

Schedule of Outstanding Receivables - Fiscal Year 2016

	Detail per Treasurer/Collector	Balance per General Ledger	Variance
Departmental and Other Receivables			
Ambulance	0.00	0.00	0.00
Other: PILOT	2,334.00	2,334.00	0.00
Other:	0.00	0.00	0.00
Other:	0.00	0.00	0.00
Other:	0.00	0.00	0.00
Special Assessments Receivable			
Unapportioned assessments	0.00	0.00	0.00
Apportioned assessments added to taxes	0.00	0.00	0.00
Committed interest added to taxes	0.00	0.00	0.00
Apportioned assessments not yet due	0.00	0.00	0.00
Suspended assessments	0.00	0.00	0.00
Special assessments tax liens	0.00	0.00	0.00

Signatures

Accountant/Auditor

Accountant/Auditor

Angel A Wills, Finance Director Accountant , Wenham , awills@wenhamma.gov 978-468-5520 | 8/23/2016 6:17 PM

Comment:

Collector/Treasurer

Collector/Treasurer

Leslie Davidson, Treasurer , Wenham , ldavidson@wenhamma.gov 978-468-5520 | 9/7/2016 10:55 AM

Comment:

Treasurer

Treasurer

Leslie Davidson, Treasurer , Wenham , ldavidson@wenhamma.gov 978-468-5520 | 9/8/2016 4:14 PM

Comment:

Massachusetts Department of Revenue**Division of Local Services****Bureau of Accounts****Statement of Indebtedness****Wenham, Massachusetts****FY16**

Long Term Debt Inside the Debt Limit	Outstanding July 1, 2015	+ Issued	- Retired	= Outstanding June 30, 2016	Interest Paid in FY16
---	-----------------------------	----------	-----------	--------------------------------	--------------------------

Building	4,234,600	-	471,600	3,763,000	107,258
Departmental Equipment	115,000	502,000	70,000	547,000	3,544
School Buildings	-	-	-	-	-
School Other	-	-	-	-	-
Sewer	498,000	-	39,000	459,000	13,948
Solid Waste Landfill	-	-	-	-	-
Other Inside	-	90,000	-	90,000	-

SUB-TOTAL Inside	4,847,600	592,000	580,600	4,859,000	124,750
-------------------------	------------------	----------------	----------------	------------------	----------------

Long Term Debt Outside the Debt Limit					
--	--	--	--	--	--

Airport	-	-	-	-	-
Gas/Electric Utility	-	-	-	-	-
Hospital	-	-	-	-	-
School Buildings	-	-	-	-	-
Sewer	-	-	-	-	-
Solid Waste Landfill	-	-	-	-	-
Water	502,400	-	119,400	383,000	8,797
Other Outside	-	-	-	-	-

SUB-TOTAL Outside	502,400	-	119,400	383,000	8,797
--------------------------	----------------	----------	----------------	----------------	--------------

GRAND TOTAL	5,350,000	592,000	700,000	5,242,000	133,547
--------------------	------------------	----------------	----------------	------------------	----------------

Please complete both sides of this report and return it to the Division of Local Services no later than September 30th.

I certify to the best of my knowledge that this information is complete and accurate as of this date.

Treasurer: _____ Date: _____

I certify that long and short term debt as identified in this Statement of Indebtedness is in agreement with the general ledger controls in my department and are also reflected on the balance sheet.

Accounting Officer: _____ Date: _____

TAX RATE RECAPITULATION
Fiscal Year 2017

I. TAX RATE SUMMARY

Ia. Total amount to be raised (from page 2, IIe)	\$ 20,678,367.04
Ib. Total estimated receipts and other revenue sources (from page 2, IIle)	6,334,692.00
Ic. Tax Levy (Ia minus Ib)	\$ 14,343,675.04
Id. Distribution of Tax Rates and levies	

CLASS	(b) Levy percentage (from LA5)	(c) Ic above times each percent in col (b)	(d) Valuation by class (from LA-5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	97.4677	13,980,450.16	762,708,764.00	18.33	13,980,451.64
Net of Exempt					
Open Space	0.0000	0.00	0.00	0.00	0.00
Commercial	1.4473	207,596.01	11,325,509.00	18.33	207,596.58
Net of Exempt					
Industrial	0.1112	15,950.17	870,300.00	18.33	15,952.60
SUBTOTAL	99.0262		774,904,573.00		14,204,000.82
Personal	0.9738	139,678.71	7,619,979.00	18.33	139,674.22
TOTAL	100.0000		782,524,552.00		14,343,675.04

MUST EQUAL 1C

Board of Assessors

Steven Ozahowski, Assessor, Wenham, sozahowski@wenhamma.gov 978-468-5520 | 11/22/2016 4:50 PM

Comment: Authorized by the Wenham BOA

Do Not Write Below This Line --- For Department of Revenue Use Only

Reviewed By: Susan Whouley
Date: 12/07/2016
Approved: Thomas Guilfoyle
Director of Accounts: Mary Jane Handy

Mary Jane Handy

NOTE : The information was Approved on 12/7/2016

TAX RATE RECAPITULATION
Fiscal Year 2017

II. Amounts to be raised

Ila. Appropriations (col.(b) through col.(g) from page 4)		18,116,795.00
Ilb. Other amounts to be raised		
1. Amounts certified for tax title purposes	10,000.00	
2. Debt and interest charges not included on page 4	0.00	
3. Final court judgements	0.00	
4. Total overlay deficits of prior years	10,460.00	
5. Total cherry sheet offsets (see cherry sheet 1-ER)	9,188.00	
6. Revenue deficits	0.00	
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00	
8. CPA other unappropriated/unreserved	2,172,140.00	
9. Snow and ice deficit Ch. 44, Sec. 31D	0.00	
10. Other (specify on separate letter)	0.00	
TOTAL Ilb (Total lines 1 through 10)		2,201,788.00
Ilc. State and county cherry sheet charges (C.S. 1-EC)		223,661.00
Ild. Allowance for abatements and exemptions (overlay)		136,123.04
Ile. Total amount to be raised (Total Ila through Ild)		20,678,367.04

III. Estimated receipts and other revenue sources

Illa. Estimated receipts - State		
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	430,835.00	
2. Massachusetts school building authority payments	0.00	
TOTAL Illa		430,835.00
IIlb. Estimated receipts - Local		
1. Local receipts not allocated (page 3, col (b) Line 24)	2,166,087.00	
2. Offset Receipts (Schedule A-1)	0.00	
3. Enterprise Funds (Schedule A-2)	0.00	
4. Community Preservation Funds (See Schedule A-4)	2,977,770.00	
TOTAL IIlb		5,143,857.00
IIlc. Revenue sources appropriated for particular purposes		
1. Free cash (page 4, col (c))	5,000.00	
2. Other available funds (page 4, col (d))	5,000.00	
TOTAL IIlc		10,000.00
IIId. Other revenue sources appropriated specifically to reduce the tax rate		
1a. Free cash..appropriated on or before June 30, 2016	750,000.00	
1b. Free cash..appropriated on or after July 1, 2016	0.00	
2. Municipal light source	0.00	
3. Other source :	0.00	
TOTAL IIId		750,000.00
IIle. Total estimated receipts and other revenue sources (Total Illa through IIId)		6,334,692.00

IV. Summary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from Ile)		20,678,367.04
b. Total estimated receipts and other revenue sources (from IIle)	6,334,692.00	
c. Total real and personal property tax levy (from Ic)	14,343,675.04	
d. Total receipts from all sources (total IVb plus IVc)		20,678,367.04

NOTE : The information was Approved on 12/7/2016

TAX RATE RECAPITULATION
Fiscal Year 2017

LOCAL RECEIPTS NOT ALLOCATED *

	Receipt Type Description	(a) Actual Receipts Fiscal 2016	(b) Estimated Receipts Fiscal 2017
==> 1.	MOTOR VEHICLE EXCISE	711,246.00	639,186.00
2.	OTHER EXCISE		
==>	a.Meals	0.00	0.00
==>	b.Room	0.00	0.00
==>	c.Other	0.00	0.00
==> 3.	PENALTIES AND INTEREST ON TAXES AND EXCISES	102,105.00	40,000.00
==> 4.	PAYMENTS IN LIEU OF TAXES	10,188.00	11,000.00
5.	CHARGES FOR SERVICES - WATER	445,332.00	417,438.00
6.	CHARGES FOR SERVICES - SEWER	0.00	0.00
7.	CHARGES FOR SERVICES - HOSPITAL	0.00	0.00
8.	CHARGES FOR SERVICES - SOLID WASTE FEES	0.00	0.00
9.	OTHER CHARGES FOR SERVICES	33,510.00	29,758.00
10.	FEES	25,093.00	15,000.00
11.	RENTALS	134,592.00	140,000.00
12.	DEPARTMENTAL REVENUE - SCHOOLS	0.00	0.00
13.	DEPARTMENTAL REVENUE - LIBRARIES	2,887.00	3,170.00
14.	DEPARTMENTAL REVENUE - CEMETERIES	16,650.00	11,000.00
15.	DEPARTMENTAL REVENUE - RECREATION	0.00	0.00
16.	OTHER DEPARTMENTAL REVENUE	32,891.00	25,000.00
17.	LICENSES AND PERMITS	133,253.00	85,000.00
18.	SPECIAL ASSESSMENTS	736,269.00	725,635.00
==> 19.	FINES AND FORFEITS	25,047.00	22,000.00
==> 20.	INVESTMENT INCOME	2,216.00	1,900.00
==> 21.	MEDICAID REIMBURSEMENT	0.00	0.00
==> 22.	MISCELLANEOUS RECURRING (PLEASE SPECIFY)	0.00	0.00
23.	MISCELLANEOUS NON-RECURRING (PLEASE SPECIFY)	12,178.00	0.00
24.	Totals	2,423,457.00	2,166,087.00

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the Fiscal 2017 tax rate recapitulation form by the City, Town or District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

Accounting Officer

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the above-indicated fiscal year tax rate recapitulation form by the City / Town / District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

Angel A Wills, Finance Director Accountant , Wenham , awills@wenhamma.gov 978-468-5520 | 11/22/2016 4:48 PM

Comment:

* Do not include receipts in columns (a) or (b) that were voted by the City / Town / District Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or revolving funds on Schedule A-3. Written documentation should be submitted to support increases / decreases of estimated receipts to actual receipts.

==> Written documentation should be submitted to support increases/ decreases of FY 2017 estimated receipts to FY 2016 estimated receipts to be used in calculating the Municipal Revenue Growth Factor (MRGF).

NOTE : The information was Approved on 12/7/2016

TAX RATE RECAPITULATION
Fiscal Year 2017

APPROPRIATIONS									AUTHORIZATIONS	
									MEMO ONLY	
City/Town Council or Town Meeting Dates	FY*	(a) Total Appropriations Of Each Meeting	(b) ** From Raise and Appropriate	(c) From Free Cash (See B-1)	(d) From Other Available Funds (See B-2)	(e) From Offset Receipts (See A-1)	(f) From Enterprise Funds (See A-2)	(g) From Community Preservation Funds (See A-4)	(h) *** Revolving, Funds (See A-3)	(i) Borrowing Authorization (Other)
04/02/2016	2017	314,500.00	0.00	0.00	0.00	0.00	0.00	314,500.00	0.00	0.00
04/02/2016	2017	17,281,165.00	17,281,165.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04/02/2016	2017	138,000.00	0.00	0.00	0.00	0.00	0.00	138,000.00	0.00	0.00
04/02/2016	2017	345,630.00	0.00	0.00	0.00	0.00	0.00	345,630.00	0.00	0.00
04/02/2016	2017	7,500.00	0.00	0.00	0.00	0.00	0.00	7,500.00	0.00	0.00
04/02/2016	2017	5,000.00	0.00	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00
04/02/2016	2017	5,000.00	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00
04/02/2016	2017	20,000.00	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04/02/2016	2017	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	0.00
Total		18,116,795.00	17,301,165.00	5,000.00	5,000.00	0.00	0.00	805,630.00		

* Enter the fiscal year to which the appropriation relates, i.e., fiscal year 2016 or fiscal 2017.

** Appropriations included in column (b) must not be reduced by local receipts or any other funding source.

Appropriations must be entered gross to avoid a duplication in the use of estimated or other sources of receipts.

*** Include only revolving funds pursuant to Chapter 44, Section 53 E 1/2.

Clerk

I hereby certify that the appropriations correctly reflect the votes taken by City / Town / District Council.

Dianne K Bucco , Town Clerk , Wenham , dbucco@wenhamma.gov 978-468-5520 | 11/22/2016 4:44 PM

Comment:

NOTE : The information was Approved on 12/7/2016

**TOWN OF WENHAM
TRUST FUND REPORT
JULY 1, 2015 - JUNE 30, 2016**

NAME OF FUND	ORIGINAL ENDOWMENT	BALANCE 7/1/2015	INTEREST EARNED	OTHER INCOME	EXPENDED	BALANCE 6/30/2016
Cemetery Flower Funds						
Abbott Fund	200.00	215.28	1.91		10.21	206.98
George Badger Fund	100.00	103.52	0.92		2.59	101.85
Batchelder Fund	400.00	426.66	3.79		18.05	412.40
Becker Fund	1,000.00	1,118.23	9.61		76.54	1,051.30
Lloyd Brooks Fund	200.00	209.01	1.85		6.38	204.48
John D. Cannon Fund	175.00	176.89	1.59		1.95	176.53
Frank Corning Fund	200.00	201.76	1.79		1.97	201.58
D'Ambrosio Fund	200.00	240.17	2.11		25.37	216.91
Elizabeth Dodge Fund	200.00	201.76	1.79		1.97	201.58
Philip Ellwood Dodge Fund	200.00	201.76	1.79		1.97	201.58
Margaret R. Dudley Fund	200.00	201.72	1.59		0.86	202.45
Almont & Eleanor Elwell Fund	200.00	201.01	1.78		1.94	200.85
A & E Cosh Fund	500.00	573.75	5.09		47.19	531.65
Dorothy Pulsifier Fund	500.00	575.13	5.12		48.00	532.25
Mercy Featherstone Fund	425.00	461.81	4.09		24.34	441.56
Goodridge & Larabee Fund	200.00	201.76	1.79		1.97	201.58
Earle E. Johnson Fund	200.00	201.76	1.79		1.97	201.58
Col. Henry F. Kent Fund	200.00	201.76	1.79		1.97	201.58
George Kilham Fund	200.00	201.73	1.78		1.94	201.57
William E. Ludden Fund	200.00	216.84	1.93		11.16	207.61
Walter C. Ober Fund	400.00	445.96	3.96		29.81	420.11
Lena Peck Fund	225.00	212.32	2.10		8.52	205.90
A & M Perkins Fund	200.00	202.48	1.81		2.41	201.88
Edward A. Perkins Fund	200.00	225.61	2.00		16.52	211.09
Ruth D. Perkins Fund	500.00	620.01	5.49		75.36	550.14
John H. Rice Fund	100.00	100.85	0.84		0.94	100.75
Ralph M. Smith Fund	200.00	233.73	2.07		21.45	214.35
Elbridge Stanley Fund	200.00	204.08	1.84		3.39	202.53
Ethel B. Wentworth Fund	200.00	227.67	1.99		17.75	211.91
General Cemetery Funds						
David O. Allen Fund	475.00	1,351.24	11.97			1,363.21
Hattie L. Batchelder Fund	596.68	1,438.79	12.74			1,451.53
JH & ML Perkins Fund	1,000.00	2,018.58	17.89			2,036.47
Ethel B. Wentworth Fund	1,000.00	1,639.46	14.53			1,653.99
General Charity Funds						
John K. Dodge Fund	500.00	524.34	4.65			528.99
Mary E. Perkins Fund	3,000.00	3,135.69	27.79			3,163.48
Ralph M. Smith Fund	34,000.00	35,527.25	314.90			35,842.15
Elizabeth P. Tilton Fund	3,000.00	3,135.69	27.79			3,163.48
Benjamin F. Young Fund	1,620.00	1,694.50	150.02			1,844.52
Library Memorial Funds						
Louise E. Brown Fund	66,108.65	67,880.18	601.68			68,481.86
Charles W. & Marjorie Davis Fund	4,780.00	5,726.93	50.77			5,777.70
Judson W. Dodge Fund	500.00	1,643.54	14.57			1,658.11
Edwin P. Hawkins Fund	100.00	315.61	2.82			318.43
Dorothy Jones Library Fund	42.37	90.64	0.79			91.43
Francis Dolan Library Fund	260.36	544.17	4.82			548.99
Bernice H. Mersereau Library Fund	1,163.64	2,392.20	21.21			2,413.41
Leon W. Bishop Library Fund	1,164.97	1,468.23	13.02			1,481.25
Dodge Public Library Fund	1,808.95	3,709.21	32.88			3,742.09

**TOWN OF WENHAM
TRUST FUND REPORT
JULY 1, 2015 - JUNE 30, 2016**

NAME OF FUND	ORIGINAL ENDOWMENT	BALANCE 7/1/2015	INTEREST EARNED	OTHER INCOME	EXPENDED	BALANCE 6/30/2016
John Harnett Jr. Library Fund	2,430.15	4,577.56	40.58			4,618.14
Justin Allen Library Fund	1,164.12	1,225.84	10.87			1,236.71
John F. & Ann Neary Library Fund	2,871.45	3,340.68	29.60			3,370.28
Priscilla Johnson Library Fund	540.00	872.38	7.74			880.12
Anita Bruyere Library Fund	490.00	1,002.90	8.90			1,011.80
Dr. Donald Conwell Library Fund	3,570.00	4,389.06	38.90			4,427.96
Katlyn MacCready Bird Educ'l Lib Fund	9,248.68	10,406.29	92.25			10,498.54
Marion K. Wilks Library Fund	2,490.00	3,422.15	30.33			3,452.48
James Hompe Memorial Library Fund	940.00	2,029.32	17.98			2,047.30
Percival & Elinor G. Whipple Library Fund	9,490.00	9,854.41	87.32			9,941.73
Newalt Rose A. Richards Mem'l Lib Trust	2,935.00	3,754.39	33.30			3,787.69
Eleanor H. Belton Mem'l Lib Trust	1,100.00	1,960.89	17.39			1,978.28
Elizabeth L. Beckett Mem'l Lib Trust Fund	975.00	1,832.35	12.51			1,844.86
Nielson Fund	3,000.00	7,064.83	62.63			7,127.46
Rae Scott Memorial Trust	12,000.00	12,089.01	107.17			12,196.18
Katherine Duffy Lib Trust Fund	144,152.88	145,176.19	1,291.71		1,200.00	145,267.90
Susan D Lillie Library Trust Fund	59,914.10	60,370.75	448.05			60,818.80
Perpetual Care Trust Funds						
Perkins War Memorial Perpetual Care	84,136.20	86,916.90	771.76			87,688.66
Perkins Cemetery Perpetual Care	144,815.70	149,536.56	1,325.51			150,862.07
Cemetery Perpetual Care Fund	179,932.14	186,917.46	555.51			187,472.97
Other Funds Reserved for Giving						
Education Fund		10,175.88	90.20			10,266.08
Scholarship Fund		3,887.19	34.49			3,921.68
Elderly and Disabled Fund		11,978.71	106.12			12,084.83
Wenham Affordable Housing Trust		645,240.89	1,873.62	5,000.00		652,114.51
Wenham Affordable Home Improvement		216,358.84	1,918.34			218,277.18
WISSH Financial Assistance		13,590.72		20.00	3,753.66	9,857.06
WISSH Elderly Housing		8,728.59			2,263.00	6,465.59
Conservation Fund						
		51,310.92	445.33			51,756.25
OPEB Fund						
		25,371.27	443.19	20,000.00	152.46	45,662.00
Stabilization Fund						
		512,314.95	4,541.14			516,856.09
TOTALS	795,241.04	2,338,539.15	15,843.28	25,020.00	7,833.61	2,371,568.82



Appendix B

FY 2016

Independent Financial Audit Report

2016

Annual Town Report

Part I, Appendix B

TOWN OF WENHAM, MASSACHUSETTS

***REPORT ON EXAMINATION OF
BASIC FINANCIAL STATEMENTS***

YEAR ENDED JUNE 30, 2016

TOWN OF WENHAM, MASSACHUSETTS

REPORT ON EXAMINATION OF BASIC FINANCIAL STATEMENTS

JUNE 30, 2016

TABLE OF CONTENTS

Independent Auditor's Report	1
Management's Discussion and Analysis	3
Basic Financial Statements	10
Statement of net position	11
Statement of activities	12
Governmental funds – balance sheet	14
Reconciliation of the governmental funds balance sheet total fund balances to the statement of net position	15
Governmental funds – statement of revenues, expenditures and changes in fund balances	16
Reconciliation of the governmental funds statement of revenues, expenditures, and changes in fund balance to the statement of activities	17
Proprietary funds – statement of net position	18
Proprietary funds – statement of revenues, expenditures, and changes in net position	19
Proprietary funds – statement of cash flows	20
Fiduciary funds – statement of fiduciary net position	21
Fiduciary funds – statement of changes in fiduciary net position	22
Notes to basic financial statements	23
This page is intentionally left blank	49
Required Supplementary Information	50
Budgetary Comparison Schedules	51
Schedule of revenues, expenditures and changes in fund balance – general fund – budget and actual	52
Schedule of revenues, expenditures and changes in fund balance – community preservation fund – budget and actual	54
Pension Plan Schedules	55
Schedule of the Town's proportionate share of the net pension liability	56
Schedule of contributions	57
Other Postemployment Benefit Plan Schedules	58
Other postemployment benefit plan funding progress and employer contributions	59
Other postemployment benefit plan actuarial methods and assumptions	60
Notes to required supplementary information	61



100 Quannapowitt Parkway
Suite 101

Wakefield, MA 01880

T. 781-914-1700

F. 781-914-1701

www.powersandsullivan.com

Independent Auditor's Report

To the Honorable Board of Selectmen
Town of Wenham, Massachusetts

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Wenham, Massachusetts, as of and for the year ended June 30, 2016, which collectively comprise the Town's basic financial statements as listed in the table of contents, and the related notes to financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessment, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as the evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Wenham, Massachusetts, as of June 30, 2016, and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Governmental Auditing Standards

In accordance with *Governmental Auditing Standards*, we have also issued our report dated October 13, 2016, on our consideration of the Town of Wenham's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Wenham's internal control over financial reporting.

A handwritten signature in black ink, appearing to read "Bowers & Sullivan LLC". The signature is written in a cursive, flowing style.

October 13, 2016

Management's Discussion and Analysis

Management's Discussion and Analysis

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the Town's basic financial statements. These basic financial statements comprise of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements.

Government-wide financial statements. The *government-wide financial statements* are designed to provide readers with a broad overview of finances, in a manner similar to private-sector business.

The *statement of net position* presents information on all assets and deferred outflows and liabilities and deferred inflows, with the difference between them reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position is improving or deteriorating.

The *statement of activities* presents information showing how the government's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities include general government, public safety, education, public works, human services, culture and recreation, community preservation, and interest. The Town's business-type activities relate to the water activities.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. The focus of Town's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the year.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Town adopts annual appropriated budgets for its general fund and community preservation fund. Budgetary comparison schedules have been provided as required supplementary information after the notes to the financial statements to demonstrate compliance with these budgets.

Proprietary funds. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The Town maintains one proprietary fund to account for its water activities.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statement because the resources of those funds are *not* available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds. The Town maintains an Other Postemployment Benefits Trust fund.

Notes to the basic financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information* concerning the Town's budgetary basis of accounting as well as pension and other postemployment benefits obligations.

Government-wide Financial Analysis

Governmental Activities

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. The Town's governmental assets and deferred outflows exceeded liabilities and deferred inflows by \$8.7 million at the close of 2016. Key components of the Town's governmental financial position are listed below.

	2016	2015
Assets:		
Current assets.....	\$ 9,582,310	\$ 9,414,238
Noncurrent assets (excluding capital).....	28,592	61,900
Capital assets.....	13,364,106	12,337,939
Total assets.....	22,975,008	21,814,077
Deferred Outflows of Resources:		
Deferred loss on refunding.....	522,731	166,536
Liabilities:		
Current liabilities (excluding debt).....	704,178	501,271
Noncurrent liabilities (excluding debt).....	9,237,751	8,149,860
Current debt.....	683,075	626,854
Noncurrent debt.....	4,202,853	4,468,951
Total liabilities.....	14,827,857	13,746,936
Deferred Inflows of Resources:		
Deferred inflows related to pensions.....	-	29,357
Net Position:		
Net investment in capital assets.....	8,582,914	7,490,329
Restricted.....	5,227,468	5,522,659
Unrestricted.....	(5,140,500)	(4,808,668)
Total net position.....	\$ 8,669,882	\$ 8,204,320

Net position of \$8.7 million reflects its investment in capital assets (e.g., land, buildings, machinery, and equipment), less any related debt used to acquire those assets that are still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the investment in its capital assets is reported net of its related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

A restricted portion of the net position totaling \$5.2 million represents resources that are subject to external restrictions on how they may be used. The remaining balance of *unrestricted net position* has a year-end deficit of \$5.1 million. The Town was required to implement the provisions of the Governmental Accounting Standards Board Statement 68, Accounting and Financial Reporting for Pension. As a member unit of the Essex Regional Retirement System, the Town is required to report its proportionate share of the net pension liability and related deferred inflows/outflows.

The governmental activities of the Town are detailed below. The governmental activities net position increased by \$466,000 during the current year which is primarily due to the community preservation fund revenues used to acquire capital assets along with surpluses in the general and other funds. These surpluses were offset by increases in the net pension and OPEB liabilities.

	2016	2015
Program revenues:		
Charges for services.....	\$ 1,347,377	\$ 1,290,366
Operating grants and contributions.....	302,103	162,464
Capital grants and contributions.....	393,061	439,647
General Revenues:		
Real estate and personal property taxes.....	13,329,349	12,801,061
Motor vehicle excise taxes.....	712,324	666,991
Community preservation surcharge.....	316,749	312,045
Nonrestricted grants.....	406,310	404,533
Unrestricted investment income.....	19,978	17,515
Miscellaneous revenues.....	124,313	134,757
Total revenues.....	16,951,564	16,229,379
Expenses:		
General Government.....	1,868,443	1,635,492
Public Safety.....	3,271,582	2,988,798
Education.....	8,158,490	7,739,237
Public Works.....	1,660,616	1,674,195
Human Services.....	197,221	260,274
Culture and Recreation.....	1,219,889	1,147,812
Community Preservation.....	62,442	48,822
Interest.....	44,919	228,790
Claims and judgments.....	2,400	7,509
Total expenses.....	16,486,002	15,730,929
Change in net position.....	465,562	498,450
Net position beginning of the year.....	8,240,968	7,742,518
Net position at the end of the year.....	\$ 8,706,530	\$ 8,240,968

Business-type Activities

The Town's business-type activities reflect the operations of the Town's water enterprise fund. Business-type assets exceeded liabilities by \$1.4 million at the close of 2016. The following table identifies key elements of the net position of the Town's business-type activities.

	2016	2015
Assets:		
Current assets.....	\$ 386,868	\$ 354,567
Capital assets.....	1,385,031	1,449,711
Total assets.....	1,771,899	1,804,278
Liabilities:		
Current liabilities (excluding debt).....	12,640	22,261
Noncurrent liabilities (excluding debt).....	4,788	4,740
Current debt.....	117,000	119,400
Noncurrent debt.....	266,000	383,000
Total liabilities.....	400,428	529,401
Net Position:		
Net investment in capital assets.....	1,017,141	962,421
Unrestricted.....	354,330	312,456
Total net position.....	\$ 1,371,471	\$ 1,274,877

The Town's business type activities net position increased by \$113,000 during the current year. The results reflect the Town's intention to recover its costs of operations through rates.

	2016	2015
Program revenues:		
Charges for services.....	\$ 458,914	\$ 480,147
Expenses:		
Water expenses.....	353,524	376,433
Interest.....	(7,975)	18,476
Total expenses.....	345,549	394,909
Change in net position.....	113,365	85,238
Net position beginning of the year.....	1,236,017	1,150,779
Net position at the end of the year.....	\$ 1,349,382	\$ 1,236,017

Financial Analysis of the Government's Funds

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the year.

As of the end of the current year, governmental funds reported combined ending fund balances of \$7.8 million, a net increase of \$134,000 from the prior year.

The General Fund is the Town's chief operating fund. At the end of the current year, unassigned and total fund balance of the General Fund totaled \$2.8 million and \$2.9 million, respectively. As a measure of the General Fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance and total fund balance represent 18% and 19% of total General Fund expenditures, respectively. The General Fund total fund balance increased by \$404,000 during 2016 mainly due to a surplus in actual revenue compared to the budget.

The Town has established a community preservation fund, which is funded by a combination of real estate surcharges to taxpayers and a matching grant from the Commonwealth. At the end of 2016, the fund had a positive balance of \$2.4 million, which is recorded in the Community Preservation major governmental fund. As funds accumulate, the Town expects to appropriate funds in accordance with the legislation and in the best interest of the Town of Wenham. During 2016, the fund received \$503,000, and expended \$471,000.

Budgetary Highlights

General Fund:

For 2016, the Town adopted a \$16.1 million dollar operating budget for the General Fund. The budget was financed through current revenues, \$333,000 of transfers in from other funds and the use of \$478,000 of prior year reserves. Actual revenues came in approximately \$572,000 over budget, while actual expenditures came in approximately \$604,000 under budget, resulting in a surplus of \$769,000.

Community Preservation Fund

The Town's Community Preservation Special Revenue fund adopted a \$400,000 revenue budget and appropriated \$1,015,000 for new projects. The fund experienced a net decrease of \$32,000.

Capital Asset and Debt Administration

Outstanding long-term debt, as of June 30, 2016, totaled \$5,242,000 which is comprised of \$4,859,000 million in governmental debt and \$383,000 of Water Enterprise Fund long-term debt. During the year, the Town issued \$592,000 in State House Serial Loan Notes.

During the year, the Town acquired approximately \$1.7 in new capital assets. Significant additions consisted of construction in progress, infrastructure, vehicles, equipment, and library materials.

In October 2013, Standard & Poor's Rating Services has raised its rating on the Town of Wenham AA+ to AAA with a stable outlook. The rating's report stated some of the factors considered in their assessment included our economy was very strong, unemployment was lower than county and state levels, budgetary flexibility remained strong, budgetary performance over the last several years has been strong, reserves and liquidity are strong, town management conditions are strong with good financial practices, and many other management and financial factors are considered strong.

Please refer to the Notes to the Basic Financial Statements for further discussion of the debt and capital activity.

Requests for Information

This financial report is designed to provide a general overview of the Town's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Finance Director, Wenham Town Hall, 138 Main Street, Wenham, MA 01984.

Basic Financial Statements

STATEMENT OF NET POSITION

JUNE 30, 2016

	<i>Primary Government</i>		
	Governmental Activities	Business-type Activities	Total
ASSETS			
CURRENT:			
Cash and cash equivalents.....	\$ 6,619,249	\$ 216,532	\$ 6,835,781
Investments.....	1,261,694	-	1,261,694
Receivables, net of allowance for uncollectibles:			
Real estate and personal property taxes.....	150,477	-	150,477
Community preservation fund surtax.....	2,864	-	2,864
Tax liens.....	88,519	-	88,519
Motor vehicle excise taxes.....	76,813	-	76,813
Water fees.....	-	170,336	170,336
Departmental and other.....	18,178	-	18,178
Intergovernmental.....	712,072	-	712,072
Community preservation fund state share.....	94,088	-	94,088
Assets held for resale.....	189,900	-	189,900
Tax foreclosures.....	368,456	-	368,456
NONCURRENT:			
Receivables, net of allowance for uncollectibles:			
Real estate tax deferrals.....	28,592	-	28,592
Capital assets, nondepreciable.....	970,353	17,361	987,714
Capital assets, net of accumulated depreciation.....	12,393,753	1,367,670	13,761,423
TOTAL ASSETS.....	22,975,008	1,771,899	24,746,907
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows related to pensions.....	522,731	-	522,731
LIABILITIES			
CURRENT:			
Warrants payable.....	463,018	7,438	470,456
Accrued payroll.....	131,149	5,202	136,351
Accrued interest.....	56,058	-	56,058
Other liabilities.....	41,744	-	41,744
Capital lease obligations.....	13,075	-	13,075
Compensated absences.....	12,209	-	12,209
Bonds payable.....	670,000	117,000	787,000
NONCURRENT:			
Capital lease obligations.....	13,853	-	13,853
Compensated absences.....	37,750	4,788	42,538
Net pension liability.....	7,449,402	-	7,449,402
Other postemployment benefits.....	1,750,599	-	1,750,599
Bonds payable.....	4,189,000	266,000	4,455,000
TOTAL LIABILITIES.....	14,827,857	400,428	15,228,285
NET POSITION			
Net investment in capital assets.....	8,582,914	1,017,141	9,600,055
Restricted for:			
Permanent funds:			
Expendable.....	97,190	-	97,190
Nonexpendable.....	799,108	-	799,108
Gifts and grants.....	4,331,170	-	4,331,170
Unrestricted.....	(5,140,500)	354,330	(4,786,170)
TOTAL NET POSITION.....	\$ 8,669,882	\$ 1,371,471	\$ 10,041,353

See notes to basic financial statements.

STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2016

	Program Revenues					
Functions/Programs	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Net (Expense) Revenue	
Primary Government:						
<i>Governmental Activities:</i>						
General government.....	\$ 1,868,443	\$ 187,655	\$ 190,628	\$ -	\$ (1,490,160)	
Public safety.....	3,271,582	334,234	9,191	-	(2,928,157)	
Education.....	8,158,490	-	-	-	(8,158,490)	
Public works.....	1,660,616	69,213	50,738	188,629	(1,352,036)	
Human services.....	197,221	11,390	20,429	-	(165,402)	
Affordable housing.....	-	-	6,874	-	6,874	
Culture and recreation.....	1,219,889	744,885	24,243	-	(450,761)	
Community preservation.....	62,442	-	-	204,432	141,990	
Claims and judgments.....	2,400	-	-	-	(2,400)	
Interest.....	44,919	-	-	-	(44,919)	
Total Governmental Activities.....	16,486,002	1,347,377	302,103	393,061	(14,443,461)	
<i>Business-Type Activities:</i>						
Water.....	362,320	458,914	-	-	96,594	
Total Primary Government.....	\$ 16,848,322	\$ 1,806,291	\$ 302,103	\$ 393,061	\$ (14,346,867)	

See notes to basic financial statements.

(Continued)

STATEMENT OF ACTIVITIES (Continued)

YEAR ENDED JUNE 30, 2016

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
Changes in net position:			
Net (expense) revenue from previous page.....	\$ (14,443,461)	\$ 96,594	\$ (14,346,867)
<i>General revenues:</i>			
Real estate and personal property taxes, net of tax refunds payable.....	13,329,349	-	13,329,349
Motor vehicle excise taxes.....	712,324	-	712,324
Community preservation surcharge.....	316,749	-	316,749
Grants and contributions not restricted to specific programs.....	406,310	-	406,310
Unrestricted investment income.....	19,978	-	19,978
Miscellaneous.....	124,313	-	124,313
Total General Revenues.....	14,909,023	-	14,909,023
 Change in net position.....	 465,562	 96,594	 562,156
<i>Net Position:</i>			
Beginning of year.....	8,204,320	1,274,877	9,479,197
 End of year.....	 <u><u>\$ 8,669,882</u></u>	 <u><u>\$ 1,371,471</u></u>	 <u><u>\$ 10,041,353</u></u>

(Concluded)

**GOVERNMENTAL FUNDS
BALANCE SHEET**

JUNE 30, 2016

	General	Community Preservation	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS				
Cash and cash equivalents.....	\$ 2,860,601	\$ 2,638,783	\$ 1,119,865	\$ 6,619,249
Investments.....	-	-	1,261,694	1,261,694
Receivables, net of uncollectibles:				
Real estate and personal property taxes.....	150,477	-	-	150,477
Real estate tax deferrals.....	28,592	-	-	28,592
Community preservation fund surtax.....	-	2,864	-	2,864
Tax liens.....	88,519	-	-	88,519
Motor vehicle excise taxes.....	76,813	-	-	76,813
Departmental and other.....	2,334	-	15,844	18,178
Intergovernmental.....	347,972	-	364,100	712,072
Community preservation fund state share.....	-	94,088	-	94,088
Assets held for resale.....	-	-	189,900	189,900
Tax foreclosures.....	368,456	-	-	368,456
TOTAL ASSETS.....	\$ 3,923,764	\$ 2,735,735	\$ 2,951,403	\$ 9,610,902
LIABILITIES				
Warrants payable.....	\$ 205,190	\$ 227,358	\$ 30,470	\$ 463,018
Accrued payroll.....	123,839	-	7,310	131,149
Other liabilities.....	1,027	-	40,717	41,744
TOTAL LIABILITIES.....	330,056	227,358	78,497	635,911
DEFERRED INFLOWS OF RESOURCES				
Unavailable revenue.....	691,218	96,952	364,100	1,152,270
FUND BALANCES				
Nonspendable.....	-	-	992,875	992,875
Restricted.....	-	2,411,425	1,515,931	3,927,356
Assigned.....	83,836	-	-	83,836
Unassigned.....	2,818,654	-	-	2,818,654
TOTAL FUND BALANCES.....	2,902,490	2,411,425	2,508,806	7,822,721
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES.....	\$ 3,923,764	\$ 2,735,735	\$ 2,951,403	\$ 9,610,902

See notes to basic financial statements.

**RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TOTAL FUND BALANCES TO THE STATEMENT OF NET POSITION**

JUNE 30, 2016

Total governmental fund balances.....	\$ 7,822,721
Capital assets (net) used in governmental activities are not financial resources and, therefore, are not reported in the funds.....	13,364,106
Accounts receivable are not available to pay for current-period expenditures and, therefore, are unavailable in the funds.....	1,152,270
Certain changes in the net pension liability are required to be included in pension expense over future periods. These changes are reported as deferred outflows of resources or (deferred inflows of resources) related to pensions.....	522,731
In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.....	(56,058)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds	
Bonds and notes payable.....	(4,859,000)
Capital lease obligations.....	(26,928)
Net pension liability.....	(7,449,402)
Other postemployment benefits.....	(1,750,599)
Compensated absences.....	(49,959)
Net effect of reporting long-term liabilities.....	<u>(14,135,888)</u>
Net position of governmental activities.....	\$ <u>8,669,882</u>

See notes to basic financial statements.

GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

YEAR ENDED JUNE 30, 2016

	General	Community Preservation	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES:				
Real estate and personal property taxes, net of tax refunds.....	\$ 13,412,582	\$ -	\$ -	\$ 13,412,582
Motor vehicle excise taxes.....	713,311	-	-	713,311
Community preservation surcharge.....	-	317,718	-	317,718
Intergovernmental.....	1,142,349	-	632,670	1,775,019
Departmental and other.....	533,801	-	189,797	723,598
Contributions.....	-	-	25,593	25,593
Investment income.....	6,757	5,181	14,914	26,852
Community preservation state match.....	-	179,706	-	179,706
Miscellaneous.....	12,178	-	2,270	14,448
TOTAL REVENUES.....	15,820,978	502,605	865,244	17,188,827
EXPENDITURES:				
Current:				
General government.....	1,092,619	-	257,035	1,349,654
Public safety.....	1,989,062	-	656,890	2,645,952
Education.....	8,158,490	-	-	8,158,490
Public works.....	1,056,950	-	578,465	1,635,415
Human services.....	138,345	-	18,149	156,494
Culture and recreation.....	883,050	-	17,739	900,789
Community preservation.....	-	546,115	-	546,115
Pension benefits.....	563,272	-	-	563,272
Property and liability insurance.....	116,812	-	-	116,812
Employee benefits.....	646,053	-	-	646,053
Claims and judgments.....	2,400	-	-	2,400
State and county charges.....	219,987	-	-	219,987
Debt service:				
Principal.....	462,800	117,800	-	580,600
Interest.....	91,828	32,922	-	124,750
TOTAL EXPENDITURES.....	15,421,668	696,837	1,528,278	17,646,783
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....	399,310	(194,232)	(663,034)	(457,956)
OTHER FINANCING SOURCES (USES):				
Issuance of bonds and notes.....	-	-	592,000	592,000
Transfers in.....	5,000	-	223,000	228,000
Transfers out.....	-	-	(228,000)	(228,000)
TOTAL OTHER FINANCING SOURCES (USES).....	5,000	-	587,000	592,000
NET CHANGE IN FUND BALANCES.....	404,310	(194,232)	(76,034)	134,044
FUND BALANCES AT BEGINNING OF YEAR.....	2,498,180	2,605,657	2,584,840	7,688,677
FUND BALANCES AT END OF YEAR.....	\$ 2,902,490	\$ 2,411,425	\$ 2,508,806	\$ 7,822,721

See notes to basic financial statements.

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES**

YEAR ENDED JUNE 30, 2016

Net change in fund balances - total governmental funds.....	\$	134,044
---	----	---------

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Capital outlay.....	1,716,859	
Depreciation expense.....	<u>(690,692)</u>	
Net effect of reporting capital assets.....		1,026,167

Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (i.e., real estate and personal property, motor vehicle excise, etc.) differ between the two statements. This amount represents the net change in unavailable revenue..... (237,263)

The issuance of long-term debt (e.g., bonds and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities.

Proceeds from bonds and notes.....	(592,000)	
Amortization of premium and deferred loss on refunding.....	42,400	
Debt service principal payments.....	<u>580,600</u>	
Net effect of reporting long-term debt.....		31,000

Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.

Net change in compensated absences accrual.....	(8,541)	
Net change in capital lease obligation.....	12,341	
Net change in deferred outflow/(inflow) of resources related to pensions.....	552,088	
Net change in net pension liability.....	(699,312)	
Net change in other postemployment benefits.....	(382,393)	
Net change in accrued interest on long-term debt.....	<u>37,431</u>	
Net effect of recording long-term liabilities.....		<u>(488,386)</u>

Change in net position of governmental activities.....	\$	<u><u>465,562</u></u>
--	----	-----------------------

See notes to basic financial statements.

PROPRIETARY FUNDS
STATEMENT OF NET POSITION

JUNE 30, 2016

	Water Enterprise Fund
ASSETS	
CURRENT:	
Cash and cash equivalents.....	\$ 216,532
Receivables, net of allowance for uncollectibles:	
Water fees.....	170,336
Total current assets.....	386,868
NONCURRENT:	
Capital assets, nondepreciable.....	17,361
Capital assets, net of accumulated depreciation.....	1,367,670
Total noncurrent assets.....	1,385,031
TOTAL ASSETS.....	1,771,899
LIABILITIES	
CURRENT:	
Warrants payable.....	7,438
Accrued payroll.....	5,202
Bonds payable.....	117,000
Total current liabilities.....	129,640
NONCURRENT:	
Compensated absences.....	4,788
Bonds and notes payable.....	266,000
Total noncurrent liabilities.....	270,788
TOTAL LIABILITIES.....	400,428
NET POSITION	
Net investment in capital assets.....	1,017,141
Unrestricted.....	354,330
TOTAL NET POSITION.....	\$ 1,371,471

See notes to basic financial statements.

PROPRIETARY FUNDS
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
YEAR ENDED JUNE 30, 2016

	Water Enterprise Fund
<u>OPERATING REVENUES:</u>	
Charges for services	\$ 458,914
<u>OPERATING EXPENSES:</u>	
Cost of services and administration	278,994
Depreciation.....	74,530
TOTAL OPERATING EXPENSES	353,524
OPERATING INCOME (LOSS).....	105,390
<u>NONOPERATING REVENUES (EXPENSES):</u>	
Interest expense.....	(7,975)
CHANGE IN NET POSITION.....	96,594
NET POSITION AT BEGINNING OF YEAR.....	1,274,877
NET POSITION AT END OF YEAR.....	\$ 1,371,471

See notes to basic financial statements.

PROPRIETARY FUNDS
STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2016

	Water Enterprise Fund
<u>CASH FLOWS FROM OPERATING ACTIVITIES:</u>	
Receipts from customers and users.....	\$ 445,331
Payments to vendors.....	(132,152)
Payments to employees.....	(156,415)
NET CASH FROM OPERATING ACTIVITIES.....	<u>156,764</u>
<u>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</u>	
Acquisition and construction of capital assets.....	(9,850)
Principal payments on bonds and notes.....	(120,221)
Interest expense.....	(7,975)
NET CASH FROM CAPITAL AND RELATED FINANCING ACTIVITIES.....	<u>(138,046)</u>
NET CHANGE IN CASH AND CASH EQUIVALENTS.....	18,718
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR.....	<u>197,814</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR.....	<u>\$ 216,532</u>
<u>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM OPERATING ACTIVITIES:</u>	
Operating income (loss).....	\$ <u>105,390</u>
Adjustments to reconcile operating income (loss) to net Cash from operating activities:	
Depreciation.....	74,530
Changes in assets and liabilities:	
Water fee receivable.....	(13,583)
Warrants payable.....	(10,969)
Accrued payroll.....	1,348
Accrued compensated absences.....	48
Total adjustments.....	<u>51,374</u>
NET CASH FROM OPERATING ACTIVITIES.....	<u>\$ 156,764</u>

See notes to basic financial statements.

FIDUCIARY FUNDS
STATEMENT OF FIDUCIARY NET POSITION

JUNE 30, 2016

	<u>Other Postemployment Benefit Fund</u>
ASSETS	
Cash and cash equivalents.....	\$ 45,662
NET POSITION	
Held in trust for other postemployment benefits.....	\$ 45,662

See notes to basic financial statements.

FIDUCIARY FUNDS
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

YEAR ENDED JUNE 30, 2016

	Other Postemployment Benefit Fund
<u>ADDITIONS:</u>	
Contributions:	
Employer.....	\$ 20,000
Net investment income:	
Interest.....	<u>291</u>
TOTAL ADDITIONS.....	20,291
NET POSITION AT BEGINNING OF YEAR.....	<u>25,371</u>
NET POSITION AT END OF YEAR.....	<u>\$ 45,662</u>

See notes to basic financial statements.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accompanying basic financial statements of the Town of Wenham, Massachusetts (the Town) have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the recognized standard-setting body for establishing governmental accounting and financial reporting principles. The significant accounting policies are described herein.

A. Reporting Entity

The Town is a municipal corporation governed by an elected three member Board of Selectmen and an appointed Town Administrator.

For financial reporting purposes, the Town has included all funds, organizations, agencies, boards, commissions and institutions. The Town has also considered all potential component units for which it is financially accountable as well as other organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the basic financial statements to be misleading or incomplete. As required by GAAP, these basic financial statements present the Town (the primary government) and its component units. The Town has one component units that require inclusion in these basic financial statements.

During 2010 the Town established the Wenham Affordable Housing Trust, which is reported within the nonmajor governmental funds. The Trust Fund was initially funded with a gift received in 2008 from a real estate developer for \$703,000. That balance, plus accumulated interest and a \$208,292 contribution from the CPA Fund is being used to increase the Town's stock of affordable housing units. The funds were used to purchase two properties during 2010. One property was sold during 2011 and the other is being held for future resale. The cost to acquire the properties totaled \$517,000. The net realizable value of the property held is estimated at \$189,900. In 2013, the WHAT Friend Court, LLC was created as a Massachusetts single-member manager-managed limited liability company. The single member is the Wenham Affordable Housing Trust and as such the LLC is reported a blended component unit. Ownership of the property has been transferred from the Town's Affordable Housing Trust to the LLC.

The Town has an agreement with the Town of Hamilton to operate a Joint Public Library under the direction of a Joint Board of Library Trustees. The Town is the administrator for all matters associated with the management of the Joint Public Library. All revenues and expenditures related to the operation of the Joint Public Library are accounted for in the Town's General Fund. Reimbursements from the Town of Hamilton for their apportioned share of expenditures are recorded as intergovernmental revenue. In 2016 operating expenses were approximately \$961,000 of which the Town's share totaled \$225,000 and Hamilton's share totaled \$736,000. The \$736,000 is reported as intergovernmental revenue.

The Town also has an agreement with the Town of Hamilton to operate a joint recreation. The program is operated by the Town of Hamilton. The Town of Wenham reimburses Hamilton for Wenham's share of the program. Reimbursements to Hamilton for the program totaled \$16,000 in 2016.

The Town is a member of the Hamilton-Wenham Regional School District (the District) which provides educational services for all levels of schools to both communities. This joint venture assesses each community its share of operating and debt service costs based on student population and other factors. In 2016, Wenham's share of the operating expense totaled \$7,733,548 and its share of the debt service expense totaled \$237,053. There is no equity interest required to be reported in the basic financial statements. Complete audited financial statements can be obtained directly from the District's administrative office located at 5 School Street, Wenham, Massachusetts 01984.

The Town, along with surrounding communities, has entered into an agreement for a regional communication center. The Town's 2016 assessment for the regional communication center of \$82,194 is budgeted as intergovernmental funds.

B. Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The government-wide financial statements (i.e., statement of net position and the statement of changes in net position) report information on all of the non-fiduciary activities of the primary government and its component units. *Governmental activities*, which are primarily supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which are supported primarily by user fees and charges.

Fund Financial Statements

The GASB requires separate financial statements be provided for governmental funds, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are aggregated and displayed in a single column.

Major Fund Criteria

Major funds must be reported if the following criteria are met:

- If the total assets and deferred outflows, liabilities and deferred inflows, revenues, or expenditures/expenses of an individual governmental or enterprise fund are at least 10 percent of the corresponding element for all funds of that category or type (total governmental or total enterprise funds), *and*
- If the total assets and deferred outflows, liabilities and deferred inflows, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding element for all governmental and enterprise funds combined.

Additionally, any other governmental or enterprise fund that management believes is particularly significant to the basic financial statements may be reported as a major fund.

Internal service funds and fiduciary funds are reported by fund type.

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

Government-Wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred. Real estate and personal property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The statement of activities demonstrates the degree to which the direct expenses of a particular function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include the following:

- Charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.
- Grants and contributions that are restricted to meeting the operational requirements of a particular function or segment.
- Grants and contributions that are restricted to meeting the capital requirements of a particular function or segment.

Taxes and other items not identifiable as program revenues are reported as general revenues.

For the most part, the effect of interfund activity has been removed from the government-wide financial statements. However, the effect of interfund services provided and used between functions is not eliminated as the elimination of these charges would distort the direct costs and program revenues reported for the functions affected.

Fund Financial Statements

Governmental fund financial statements are reported using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences, claims and judgments which are recognized when the obligations are expected to be liquidated with current expendable available resources.

Real estate and personal property tax revenues are considered available if they are collected within 60 days after year-end. Investment income is susceptible to accrual. Other receipts and tax revenues become measurable and available when the cash is received and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria is met. Expenditure driven grants recognize revenue when the qualifying expenditures are incurred and all other grant requirements are met.

The following major governmental funds are reported:

The *general fund* is the primary operating fund. It is used to account for all financial resources, except those that are required to be accounted for in another fund.

The *community preservation fund* is used to account for the proceeds of a surcharge to real estate taxes along with a matching state grant. These funds must be spent in accordance with state law.

The *Wenham Affordable Housing Trust fund* is used to account for funds designated to develop affordable housing within the Town.

The nonmajor governmental funds consist of other special revenue, capital projects and permanent funds that are aggregated and presented in the *nonmajor governmental funds* column on the governmental funds financial statements. The following describes the general use of these fund types:

The *special revenue fund* is used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than permanent funds or capital projects.

The *capital projects fund* is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets of the governmental funds.

The *permanent fund* is used to account for and report financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the governmental programs.

Proprietary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The following proprietary fund type is reported:

The *water enterprise fund* is used to account for the Town's water activities.

Fiduciary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Fiduciary funds are used to account for assets held in a trustee capacity for others that cannot be used to support the governmental programs.

The following fiduciary fund type is reported:

The *other postemployment benefit trust fund* is used to accumulate resources to provide funding for future other postemployment benefits (OPEB) liabilities.

D. Cash and Investments

Government-Wide and Fund Financial Statements

Cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with an original maturity of three months or less from the date of acquisition. Investments are carried at fair value.

E. Accounts Receivable

Government-Wide and Fund Financial Statements

The recognition of revenue related to accounts receivable reported in the government-wide financial statements are reported under the accrual basis of accounting. The recognition of revenue related to accounts receivable reported in the governmental funds financial statements are reported under the modified accrual basis of accounting.

Real Estate, Personal Property Taxes and Tax Liens

Real estate and personal property taxes are levied and based on values assessed on January 1st of every year. Assessed values are established by the Board of Assessors for 100% of the estimated fair market value. Taxes are due on August 1st, November 1st, February 1st and May 1st and are subject to penalties and interest if they are not paid by the respective due date. Real estate and personal property taxes levied are recorded as receivables in the year of the levy.

Real estate tax liens are processed after the close of the valuation year on delinquent properties and are recorded as receivables in the year they are processed.

Real estate receivables are secured via the tax lien process and are considered 100% collectible. Accordingly, an allowance for uncollectibles is not reported.

Personal property taxes cannot be secured through the lien process. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

Motor Vehicle Excise

Motor vehicle excise taxes are assessed annually for each vehicle registered and are recorded as receivables in the year of the levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair values of those vehicles. The tax calculation is the fair value of the vehicle multiplied by \$25 per \$1,000 of value.

The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

Water Fees

Water user fees are levied quarterly based on individual meter readings and are subject to penalties and interest if they are not paid by the respective due date. Unbilled user fees are estimated at year-end and are recorded as revenue in the current period. Water liens are processed after year end and included as a lien on the property owner's tax bill.

Since the receivables are secured via the lien process, these accounts are considered 100% collectible and therefore do not report an allowance for uncollectibles.

Intergovernmental

Various federal and state grants for operating and capital purposes are applied for and received annually. For non-expenditure driven grants, receivables are recorded as soon as all eligibility requirements imposed by the provider have been met. For expenditure driven grants, receivables are recorded when the qualifying expenditures are incurred and all other grant requirements are met.

These receivables are considered 100% collectible and therefore do not report an allowance for uncollectibles.

F. Inventories***Government-Wide and Fund Financial Statements***

Inventories are recorded as expenditures at the time of purchase. Such inventories are not material in total to the government-wide financial statements.

G. Capital Assets*Government-Wide and Proprietary Fund Financial Statements*

Capital assets, which include land, buildings, machinery and equipment, and infrastructure (e.g., roads, water mains, and similar items), are reported in the applicable governmental activity column of the government-wide financial statements. Capital assets are recorded at historical cost, or at estimated historical cost, if actual historical cost is not available. Donated capital assets are recorded at the estimated fair market value at the date of donation. Capital assets of the governmental activities column in the government-wide financial statements do not include construction period interest.

All purchases and construction costs in excess of \$5,000 are capitalized at the date of acquisition or construction, respectively, with expected useful lives of greater than one year.

Capital assets (excluding land) are depreciated on a straight-line basis. The estimated useful lives of capital assets are as follows:

<u>Capital Asset Type</u>	<u>Estimated Useful Life (in years)</u>
Buildings.....	40
Machinery and equipment.....	5-50
Infrastructure.....	10-60

The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized and are treated as expenses when incurred. Improvements are capitalized.

Governmental Fund Financial Statements

Capital asset costs are recorded as expenditures in the acquiring fund in the year of the purchase.

H. Deferred Outflows/Inflows of Resources*Government-Wide Statement of Financial Position and Governmental Funds Balance Sheet*

In addition to assets, these statements will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The Town has recorded a deferred loss on refunding as a deferred outflow of resources on the government-wide statement of net position.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The Town recorded a deferred inflow related to pensions on the government-wide statement of net position.

Government Fund Financial Statements

In addition to liabilities, the government funds balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents assets that have been recorded in the governmental fund financial statements but the revenue is not available and so will *not* be recognized as an inflow of resources (revenue) until it becomes available. The Town has recorded unavailable revenue as deferred inflows of resources in the governmental funds balance sheet.

I. Interfund Receivables and Payables

During the course of its operations, transactions occur between and within individual funds that may result in amounts owed between funds.

Fund Financial Statements

Transactions of a buyer/seller nature between and within funds are *not* eliminated from the individual fund statements. Receivables and payables resulting from these transactions are classified as “Due from other funds” or “Due to other funds” on the balance sheet.

Government Wide Financial Statements

Transactions of a buyer/seller nature between and within governmental funds are eliminated from the governmental activities in the statement of net position.

J. Interfund Transfers

During the course of its operations, resources are permanently reallocated between and within funds. These transactions are reported as transfers in and transfers out.

Fund Financial Statements

Transfers between and within funds are *not* eliminated from the individual fund statements and are reported as transfers in and transfers out.

Government-Wide Financial Statements

Transfers between and within governmental funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the Statement of Activities as “Transfers, net”.

K. Net Position and Fund Equity*Government-Wide Financial Statements (Net Position)*

Net position are reported as restricted when amounts that are not available for appropriation or are legally restricted by outside parties for a specific future use.

Net position has been “restricted for” the following:

“Permanent funds - expendable” represents the amount of realized and unrealized investment earnings of donor restricted trusts. The donor restrictions and trustee policies only allows the trustees to approve spending of the

“Permanent funds - nonexpendable” represents the endowment portion of donor restricted trusts that support governmental programs.

“Grants and gifts” represents restrictions placed on assets from outside parties and consist primarily of gifts and federal and state grants.

Sometimes the Town will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Town’s policy to consider restricted net position to have been depleted before unrestricted net position is applied.

Fund Financial Statements (Fund Balances)

Governmental fund balances are classified as nonspendable, restricted, committed, assigned, or unassigned based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The governmental fund balance classifications are as follows:

“Nonspendable” fund balance includes amounts that cannot be spent because they are either not in spendable form or they are legally or contractually required to be maintained intact.

“Restricted” fund balance includes amounts subject to constraints placed on the use of resources that is either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or that are imposed by law through constitutional provisions or enabling legislation.

“Committed” fund balance includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government’s highest level of decision-making authority. Town Meeting is the highest level of decision making authority that can, by Town Meeting vote, commit funds for a specific purpose. Once voted, the limitation imposed by the vote remains in place until the funds are used for their intended purpose or a vote is taken to rescind the commitment.

“Assigned” fund balance includes amounts that are constrained by the Town’s intent to be used for specific purposes, but are neither restricted nor committed. The Town’s by-laws authorize the Town Accountant to assign fund balance. Assignments generally only exist temporarily. Additional action does not have to be taken for the removal of an assignment.

“Unassigned” fund balance includes the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the general fund.

L. Long-term debt

Government-Wide and Proprietary Fund Financial Statements

Long-term debt is reported as liabilities in the government-wide and proprietary fund statement of net position. Material bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

Governmental Fund Financial Statements

The face amount of governmental funds long-term debt is reported as other financing sources. Bond premiums and discounts, as well as issuance costs, are recognized in the current period. Bond premiums are reported as other financing sources and bond discounts are reported as other financing uses. Issuance costs, whether or not withheld from the actual bond proceeds received, are reported as general government expenditures.

M. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Essex Regional Retirement System (System) and additions to/deductions from the System's fiduciary net position have been determined on the same basis as they are reported by the System. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

N. Investment Income

Excluding the permanent funds, investment income derived from major and nonmajor governmental funds is legally assigned to the general fund unless otherwise directed by Massachusetts General Law (MGL).

O. Compensated Absences

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies.

Government-Wide and Proprietary Fund Financial Statements

Vested or accumulated vacation and sick leave are reported as liabilities and expensed as incurred.

Governmental Fund Financial Statements

Vested or accumulated vacation and sick leave, which will be liquidated with expendable available financial resources, are reported as expenditures and fund liabilities.

P. Use of Estimates*Government-Wide and Fund Financial Statements*

The preparation of basic financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure for contingent assets and liabilities at the date of the basic financial statements and the reported amounts of the revenues and expenditures/expenses during the year. Actual results could vary from estimates that were used.

Q. Total Column*Fund Financial Statements*

The total column on the fund financial statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

R. Fair Value Measurements

The Town reports required types of financial instruments in accordance with the fair value standards. These standards require an entity to maximize the use of observable inputs (such as quoted prices in active markets) and minimize the use of unobservable inputs (such as appraisals or valuation techniques) to determine fair value. Fair value standards also require the government to classify these financial instruments into a three-level hierarchy, based on the priority of inputs to the valuation technique or in accordance with net asset value practical expedient rules, which allow for either Level 2 or Level 3 depending on lock up and notice periods associated with the underlying funds.

Instruments measured and reported at fair value are classified and disclosed in one of the following categories:

Level 1 – Quoted prices are available in active markets for identical instruments as of the reporting date. Instruments, which are generally included in this category, include actively traded equity and debt securities, U.S. government obligations, and mutual funds with quoted market prices in active markets.

Level 2 – Pricing inputs are other than quoted in active markets, which are either directly or indirectly observable as of the reporting date, and fair value is determined through the use of models or other valuation methodologies. Certain fixed income securities, primarily corporate bonds, are classified as Level 2 because fair values are estimated using pricing models, matrix pricing, or discounted cash flows.

Level 3 – Pricing inputs are unobservable for the instrument and include situations where there is little, if any, market activity for the instrument. The inputs into the determination of fair value require significant management judgment or estimation.

In some instances the inputs used to measure fair value may fall into different levels of the fair value hierarchy and is based on the lowest level of input that is significant to the fair value measurement.

Market price is affected by a number of factors, including the type of instrument and the characteristics specific to the instrument. Instruments with readily available active quoted prices generally will have a higher degree of market price observability and a lesser degree of judgment used in measuring fair value. It is reasonably possible that change in values of these instruments will occur in the near term and that such changes could materially affect amounts reported in these financial statements. For more information on the fair value of the Town's financial instruments, see Note 2 – Investments and Fair Value Measurements.

NOTE 2 – CASH AND INVESTMENTS

A cash and investment pool is maintained that is available for use by all funds. Each fund type's portion of this pool is displayed on the balance sheet as "Cash and Cash Equivalents". The deposits and investments of the trust funds are held separately from those of other funds.

Statutes authorize the Town to invest in obligations of the U.S. Treasury, agencies, and instrumentalities, certificates of deposit, repurchase agreements, money market accounts, bank deposits and the State Treasurer's investment pool (the Pool). In addition, there are various restrictions limiting the amount and length of deposits and investments.

Custodial Credit Risk – Deposits

Custodial credit risk for deposits is the risk that in the event of a bank failure, the government's deposits may not be returned to it. The Town has not formally adopted a policy for custodial credit risk of deposits. At year-end, the carrying amount of deposits totaled \$6,825,168 and the bank balance totaled \$6,855,651. Of the bank balance, \$1,500,000 was covered by Federal Depository Insurance, \$1,602,014 was covered by Depositors

Insurance Fund, \$161,754 was covered by the Securities Investor Protector Corporation, \$1,400,000 was collateralized, and \$2,310,236 was exposed to custodial credit risk because it was uninsured and uncollateralized.

Custodial Credit Risk – Investments

For an investment, this is the risk that, in the event of a failure by the counterparty, the government will not be able to recover the value of its investments or collateral security that are in the possession of an outside party.

Of the Town's total investments of \$1,317,969, there was custodial credit risk exposure of \$798,199 which is equal to the investments in government sponsored enterprises of \$535,160; and corporate bonds in the amount of \$263,039 because the related securities are uninsured, unregistered and held by the counterparty. The Town does not have an investment policy for custodial credit risk.

Investments and Fair Value Measurements

The Town holds investments that are measured at fair value on a recurring basis. Because investing is not a core part of the Town's mission, the Town determines that the disclosures related to these investments only need to be disaggregated by major type. The Town chooses a tabular format for disclosing the levels within the fair value hierarchy.

The following table presents financial assets at June 30, 2016, that the Town measures fair value on a recurring basis, by level, within the fair value hierarchy:

	Fair Value Measurements Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)
	6/30/2016		
Investment Type			
<u>Debt Securities:</u>			
U.S. Government Securities:			
U.S. government treasuries.....	\$ 308,714	\$ 308,714	\$ -
Corporate bonds.....	263,039	-	263,039
Government sponsored enterprises.....	535,160	535,160	-
Total Debt Securities.....	1,106,913	843,874	263,039
<u>Other Investments:</u>			
Money market mutual funds.....	56,275	56,275	-
Equity mutual funds.....	154,781	154,781	-
Total other investments.....	211,056	211,056	-
Total Investments measured at fair value.....	\$ 1,317,969	\$ 1,054,930	\$ 263,039

Debt and equity securities, U.S. Government Treasuries and Government Sponsored Enterprises, Mutual Funds, Repurchase Agreements, and MMDT classified in Level 1 of the fair value hierarchy are valued using prices

quoted in active markets for those securities. Debt securities classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices.

Interest Rate Risk

The government does not have a formal policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Concentration of Credit Risk

The Town places no limit on the amount the Town may invest in any one issuer.

More than 30 percent of the Town's investments are in the following securities:

<u>Issuer</u>	<u>Percentage of Total Investments</u>
Federal Home Loan Mortgage Corporation.....	41%

NOTE 3 – RECEIVABLES

At June 30, 2016, receivables for the governmental funds, in the aggregate, including the applicable allowance for uncollectibles, are as follows:

	<u>Gross Amount</u>	<u>Allowance for Uncollectibles</u>	<u>Net Amount</u>
<u>Receivables:</u>			
Real estate and personal property taxes.....	\$ 151,677	\$ (1,200)	\$ 150,477
Real estate tax deferrals.....	28,592	-	28,592
Community preservation fund surtax	2,864	-	2,864
Tax liens.....	88,519	-	88,519
Motor vehicle excise taxes.....	93,813	(17,000)	76,813
Departmental and other.....	18,178	-	18,178
Intergovernmental.....	712,072	-	712,072
Community preservation fund state share.....	94,088	-	94,088
Total.....	<u>\$ 1,189,803</u>	<u>\$ (18,200)</u>	<u>\$ 1,171,603</u>

At June 30, 2016, receivables for the water enterprise consist of the following:

	<u>Gross Amount</u>	<u>Allowance for Uncollectibles</u>	<u>Net Amount</u>
<u>Receivables:</u>			
Water fees.....	<u>\$ 170,336</u>	<u>\$ -</u>	<u>\$ 170,336</u>

Governmental funds report *deferred inflows of resources* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. At the end of the current fiscal year, the various components of *deferred inflows of resources* reported in the governmental funds were as follows:

	General Fund	Community Preservation	Other Governmental Funds	Total
<u>Receivable type:</u>				
Real estate and personal property taxes.....	\$ 128,838	\$ -	\$ -	\$ 128,838
Real estate tax deferrals.....	28,592	-	-	28,592
Community preservation fund surtax	-	2,864	-	2,864
Tax liens.....	88,519	-	-	88,519
Motor vehicle excise taxes.....	76,813	-	-	76,813
Intergovernmental.....	-	-	364,100	364,100
Community preservation fund state share.....	-	94,088	-	94,088
<u>Other asset type:</u>				
Tax foreclosures.....	368,456	-	-	368,456
Total.....	<u>\$ 691,218</u>	<u>\$ 96,952</u>	<u>\$ 364,100</u>	<u>\$ 1,152,270</u>

NOTE 4 – CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2016, was as follows:

Governmental Activities:	Beginning Balance	Increases	Decreases	Ending Balance
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 486,680	\$ -	\$ -	\$ 486,680
Construction in progress.....	145,371	483,673	(145,371)	483,673
Total capital assets not being depreciated.....	632,051	483,673	(145,371)	970,353
<u>Capital assets being depreciated:</u>				
Buildings.....	10,432,137	122,598	-	10,554,735
Machinery and equipment.....	1,962,514	384,210	-	2,346,724
Vehicles.....	1,944,785	520,883	-	2,465,668
Infrastructure.....	3,296,951	350,866	-	3,647,817
Total capital assets being depreciated.....	17,636,387	1,378,557	-	19,014,944
<u>Less accumulated depreciation for:</u>				
Buildings.....	(2,636,739)	(257,434)	-	(2,894,173)
Machinery and equipment.....	(1,161,318)	(218,849)	-	(1,380,167)
Vehicles.....	(1,399,415)	(133,557)	-	(1,532,972)
Infrastructure.....	(733,027)	(80,852)	-	(813,879)
Total accumulated depreciation.....	(5,930,499)	(690,692)	-	(6,621,191)
Total capital assets being depreciated, net.....	11,705,888	687,865	-	12,393,753

Business-Type Activities:

	Beginning Balance	Increases	Decreases	Ending Balance
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 17,361	\$ -	\$ -	\$ 17,361
<u>Capital assets being depreciated:</u>				
Machinery and equipment.....	275,139	9,850	-	284,989
Vehicles.....	120,682	-	-	-
Infrastructure.....	1,808,516	-	-	1,808,516
Total capital assets being depreciated.....	2,204,337	9,850	-	2,214,187
<u>Less accumulated depreciation for:</u>				
Machinery and equipment.....	(155,418)	(20,554)	-	(175,972)
Vehicles.....	(87,004)	(5,181)	-	-
Infrastructure.....	(529,565)	(48,795)	-	(578,360)
Total accumulated depreciation.....	(771,987)	(74,530)	-	(846,517)
Total capital assets being depreciated, net.....	1,432,350	(64,680)	-	1,367,670
Total business-type activities capital assets, net.....	\$ 1,449,711	\$ (64,680)	\$ -	\$ 1,385,031

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental Activities:

General government.....	\$ 209,009
Public safety.....	156,716
Public works.....	183,839
Culture and recreation.....	141,128

Total depreciation expense - governmental activities..... \$ 690,692

Business-Type Activities:

Water.....	\$ 74,530
------------	-----------

NOTE 5 – INTERFUND TRANSFERS

In 2016, the Town transferred \$328,293 from the Education Stabilization Fund to the Town's General Fund to support the 2016 tax rate. This transfer is reported on the General Fund's budgetary basis schedule of revenues and expenditures reported as required supplementary information after the notes. In accordance with GASB Statement No. 54, the activity of the General Fund and the Education Stabilization Fund are combined and the transfer between these funds is eliminated for fund based financial statements. A \$5,000 transfer from nonmajor funds to the General Fund was voted to support the General Fund operations and a \$223,000 transfer was made from various capital project funds into one consolidated capital project fund.

NOTE 6 – CAPITAL LEASES

The Town has entered into several lease agreements to finance the acquisition of vehicles. These lease agreements qualify as capital leases for accounting purposes and, therefore, have been recorded at the present value of their future minimum lease payments as of the inception date. The following identifies the assets acquired through capital lease agreements:

<u>Asset:</u>	<u>Governmental Activities</u>
Machinery and equipment.....	\$ 65,595
Less: accumulated depreciation.....	<u>(32,798)</u>
Total.....	<u>\$ 32,798</u>

The future minimum lease obligations and the net present value of these minimum lease payments at June 30, 2016, are as follows:

<u>Years Ending June 30</u>	<u>Governmental Activities</u>
2017.....	\$ 14,677
2018.....	<u>14,677</u>
Total minimum lease payments.....	29,354
Less: amounts representing interest.....	<u>(2,426)</u>
Present value of minimum lease payments.....	<u>\$ 26,928</u>

NOTE 7 – SHORT-TERM FINANCING

The Town is authorized to borrow on a temporary basis to fund the following:

- Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANS or TANS).
- Capital project costs and other approved expenditures incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANS) or grant anticipation notes (GANS).

Short-term loans are general obligations of the Town and carry maturity dates that are limited by statute. Interest expenditures for short-term borrowings are accounted for in the General Fund.

There was no short-term debt issued during 2016 or outstanding at June 30, 2016.

NOTE 8 – LONG-TERM DEBT

State law permits the Town, under the provisions of Chapter 44, Section 10, to authorize indebtedness up to a limit of 5% of its equalized valuation. Debt issued in accordance with this section of the law is designated as being "inside the debt limit". In addition, however, a Town may authorize debt in excess of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit".

Details related to the Town's outstanding indebtedness at June 30, 2016, and the debt service requirements are as follows:

Bonds Payable Schedule

Project	Maturities Through	Original Loan Amount	Interest Rate (%)	Outstanding at June 30, 2015	Issued	Redeemed	Outstanding at June 30, 2016
<i>Governmental:</i>							
Town Hall/Police Station.....	2017	\$ 6,358,500	3.88 - 4.50	\$ 660,000	\$ -	\$ (330,000)	\$ 330,000
Fire Truck.....	2017	465,000	4.25 - 4.50	90,000	-	(45,000)	45,000
Drainage/Road Repair.....	2023	656,811	2.00 - 3.25	498,000	-	(39,000)	459,000
Energy Service Company.....	2023	288,000	2.00 - 2.25	192,000	-	(24,000)	168,000
DPW Equipment.....	2016	137,000	2.70	25,000	-	(25,000)	-
Library.....	2020	294,600	2.00	294,600	-	(74,600)	220,000
Lease Buyback.....	2020	73,600	2.00	73,600	-	(13,600)	60,000
Town Hall Renovations.....	2020	49,100	2.00	49,100	-	(9,100)	40,000
Town Hall/Police Station.....	2027	2,965,300	2.00 - 4.00	2,965,300	-	(20,300)	2,945,000
State House Serial Loan Notes.....	2021	592,000	2.70	-	592,000	-	592,000
Sub-total.....				4,847,600	592,000	(580,600)	4,859,000
Add: unamortized premium.....				208,936	-	(208,936)	-
Total Governmental Debt.....				5,056,536	592,000	(789,536)	4,859,000
<i>Enterprise:</i>							
Water Tower.....	2018	258,189	2.00 - 2.25	110,000	-	(37,000)	73,000
Water.....	2020	392,400	2.00	392,400	-	(82,400)	310,000
Total Enterprise Debt.....				502,400	-	(119,400)	383,000
Total Debt.....				\$ 5,558,936	\$ 592,000	\$ (908,936)	\$ 5,242,000

Debt service requirements for principal and interest for governmental bonds payable in future years are as follows:

Year	Principal	Interest	Total
2017.....	\$ 670,000	\$ 129,030	\$ 799,030
2018.....	589,000	103,606	692,606
2019.....	605,000	90,496	695,496
2020.....	590,000	76,973	666,973
2021.....	510,000	64,185	574,185
2022.....	395,000	53,375	448,375
2023.....	390,000	44,025	434,025
2024.....	280,000	36,350	316,350
2025.....	280,000	27,600	307,600
2026.....	275,000	16,500	291,500
2027.....	275,000	5,500	280,500
Total.....	\$ 4,859,000	\$ 647,640	\$ 5,506,640

Bonds and Notes Payable Schedule – Enterprise Fund

Debt service requirements for principal and interest for enterprise fund bonds payable in future years are as follows:

Year	Principal	Interest	Total
2017.....	\$ 117,000	\$ 6,626	\$ 123,626
2018.....	116,000	4,205	120,205
2019.....	75,000	2,250	77,250
2020.....	75,000	750	75,750
Total.....	\$ 383,000	\$ 13,831	\$ 396,831

The Town is subject to various debt limits by statute and may issue additional general obligation debt under the normal debt limit. At June 30, 2016, the Town had the following authorized and unissued debt:

Purpose	Amount
ESCO.....	\$ 260,955
DPW Equipment.....	23,000
Finance/Police Hardware Upgrades...	14,700
Finance/Police Software Upgrades....	38
Total.....	\$ 298,693

In the prior year, the Town defeased certain of its outstanding general obligation bonds by placing the proceeds of new refunding bonds in an irrevocable escrow account to provide amounts sufficient for the future payment of principal and interest on those bonds. Accordingly, neither the assets in escrow nor the liability for the defeased bonds are included in the Town's financial statements. At June 30, 2016, \$3,000,000 of general obligation bonds outstanding are considered defeased. On August 15, 2016 the entire amount outstanding was called and redeemed.

General Long-Term Liabilities

The Town records its liability for long-term bonds and notes in the Government-wide financial statements. Other general long-term obligations recognized by the Town are its obligations for compensated absence benefits (sick and vacation pay), net pension liability, and other postemployment benefits.

During the year ended June 30, 2016, the following changes occurred in long-term liabilities:

	Balance June 30, 2015	Bonds and Notes Issued	Bonds and Notes Redeemed	Other Net Increase (Decrease)	Balance June 30, 2016	Current Portion
Governmental Activities:						
Long-Term Bonds and Notes.....	\$ 4,847,600	\$ 592,000	\$ (580,600)	\$ -	\$ 4,859,000	\$ 670,000
Add: Unamortized Premium.....	208,936	-	-	(208,936)	-	-
Total Bonds Payable.....	5,056,536	592,000	(580,600)	(208,936)	4,859,000	670,000
Compensated Absences.....	41,418	-	-	(3,668)	37,750	12,209
Capital Leases.....	39,269	-	-	(12,341)	26,928	13,075
Net Pension Liability.....	6,750,090	-	-	699,312	7,449,402	-
Other Postemployment Benefits.....	1,368,206	-	-	382,393	1,750,599	-
Total.....	<u>\$ 13,255,519</u>	<u>\$ 592,000</u>	<u>\$ (580,600)</u>	<u>\$ 856,760</u>	<u>\$ 14,123,679</u>	<u>\$ 695,284</u>
Business-Type Activities:						
Long-Term Bonds and Notes.....	\$ 502,400	\$ -	\$ (119,400)	\$ -	\$ 383,000	\$ 117,000
Compensated Absences.....	4,740	-	-	48	4,788	-
Total.....	<u>\$ 507,140</u>	<u>\$ -</u>	<u>\$ (119,400)</u>	<u>\$ 48</u>	<u>\$ 387,788</u>	<u>\$ 117,000</u>

NOTE 9 – GOVERNMENTAL FUND BALANCE CLASSIFICATIONS

The Town classifies fund balance according to the constraints imposed on the uses of the resources.

There are two major types of fund balances, which are nonspendable and spendable. Nonspendable fund balances are balances that cannot be spent because they are not expected to be converted to cash or they are legally or contractually required to remain intact. Examples of this classification are prepaid items, inventories, and principal (corpus) of an endowment fund. The Town has reported principal portions of endowment funds as nonspendable.

In addition to the nonspendable fund balance, GASB 54 has provided a hierarchy of spendable fund balances, based on a hierarchy of spending constraints.

- Restricted: fund balances that are constrained by external parties, constitutional provisions, or enabling legislation.
- Committed: fund balances that contain self-imposed constraints of the government from its highest level of decision making authority.
- Assigned: fund balances that contain self-imposed constraints of the government to be used for a particular purpose.

- Unassigned: fund balance of the general fund that is not constrained for any particular purpose.

The Town has classified its fund balances with the following hierarchy:

	<u>General</u>	<u>Community Preservation</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
FUND BALANCES				
Nonspendable:				
Permanent Fund Principal.....	\$ -	\$ -	\$ 802,975	\$ 802,975
Assets Held for Resale.....	-	-	189,900	189,900
Restricted for:				
Community Preservation.....	-	2,411,425	-	2,411,425
Affordable Housing.....	-	-	-	-
Town Hall and Police Station Project.....	-	-	1,252	1,252
Federal and State Grants.....	-	-	116,417	116,417
Receipts Reserved for Appropriation.....	-	-	41,853	41,853
Gifts and Revolving Funds.....	-	-	507,487	507,487
Highway Capital Projects.....	-	-	103,484	103,484
Expendable Trust Funds.....	-	-	93,323	93,323
Assigned to:				
General Government.....	2,528	-	-	2,528
Public Safety.....	1,975	-	-	1,975
Public Works.....	5,101	-	-	5,101
Human Services.....	1,114	-	-	1,114
Culture and Recreation.....	53,868	-	-	53,868
Employee benefits.....	19,250	-	-	19,250
Unassigned.....	<u>2,818,654</u>	<u>-</u>	<u>-</u>	<u>2,818,654</u>
TOTAL FUND BALANCES.....	\$ <u>2,902,490</u>	\$ <u>2,411,425</u>	\$ <u>1,856,691</u>	\$ <u>7,170,606</u>

Massachusetts General Law Ch.40 §5B allows for the establishment of stabilization funds for one or more different purposes. The creation of a fund requires a two-thirds vote of the legislative body and must clearly define the purpose of the fund. Any change to the purpose of the fund along with any additions to or appropriations from the fund requires a two-thirds vote of the legislative body.

In accordance with Statement No. 54, the Town's \$517,000 stabilization fund has been reported in the general fund as unassigned.

NOTE 10 – PENSION PLAN*Plan Description*

The Town is a member of the Essex Regional Retirement System (ERRS), a cost-sharing multiple-employer defined benefit pension plan covering eligible employees of the 47 member units. The System is administered by five board members (Board) on behalf of all current employees and retirees except for current teachers and retired teachers. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the plan.

Benefits Provided

The System provides retirement, disability, survivor and death benefits to plan members and beneficiaries. Massachusetts Contributory Retirement System benefits are, with certain minor exceptions, uniform from system to system. The System provides for retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. For persons who became members on or after April 2, 2012, average salary is the average annual rate of regular compensation received during the five consecutive years that produce the highest average, or, if greater, during the last five years (whether or not consecutive) preceding retirement. Benefit payments are based upon a member's age, length of creditable service, level of compensation, and group classification. Members become vested after ten years of creditable service.

Employees who resign from service and who are not eligible to receive a retirement allowance or are under the age of 55 are entitled to request a refund of their accumulated total deductions. Survivor benefits are extended to eligible beneficiaries of members whose death occurs prior to or following retirement.

Cost-of-living adjustments granted between 1981 and 1997 and any increase in other benefits imposed by the Commonwealth's state law during those years are borne by the Commonwealth and are deposited into the pension fund. Cost-of-living adjustments granted after 1997 must be approved by the Board and are borne by the System.

Contributions

Chapter 32 of the MGL governs the contributions of plan members and member units. Active plan members are required to contribute to the System at rates ranging from 5% to 9% of gross regular compensation with an additional 2% contribution required for compensation exceeding \$30,000. The percentage rate is keyed to the date upon which an employee's membership commences. The member units are required to pay into the ERRS a legislatively mandated actuarial determined contribution that is apportioned among the employers based on active current payroll. The Town's proportionate share of the required contribution equaled its actual contribution for the year ended December 31, 2015 was \$563,272 and 21.84% of covered payroll, actuarially determined as an amount that, when combined with plan member contributions, is expected to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability.

Pension Liabilities

At June 30, 2016, the Town reported a liability of \$7,449,402 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2014. Accordingly, update procedures were used to roll forward the total pension liability to the measurement date. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating members. At December 31, 2015, the Town's proportion was 2.05%, which changed from 1.99% proportion measured at December 31, 2014.

Pension Expense

For the year ended June 30, 2016, the Town recognized pension expense of \$710,496. At June 30, 2016, the Town reported deferred outflows of resources related to pensions of \$522,731, from the net difference between projected and actual investment earnings on pension plan investments along with changes in proportion. Since the system performs an actuarial valuation bi-annually, there are no reported differences between expected and actual experience or changes of assumptions as of December 31, 2015.

The Town's deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year ended June 30:</u>	
2017.....	\$ 127,318
2018.....	127,318
2019.....	127,318
2020.....	134,862
2021.....	<u>5,915</u>
Total.....	\$ <u><u>522,731</u></u>

Actuarial Assumptions - The total pension liability in the January 1, 2014 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement that was updated to December 31, 2015:

Valuation date.....	January 1, 2014
Actuarial cost method.....	Entry Age Normal Cost Method.
Amortization method.....	Closed - Approximate level percent of payroll.
Remaining amortization period.....	20 years for the fresh start base.
Asset valuation method.....	Market value adjusted by accounts payable and receivables adjusted to phase in over 5 years investment gains or losses above or below the expected rate of investment return. The actuarial value of assets must be no less than 90% of the adjusted market value nor more than 110% of the adjusted market value.
Projected salary increases.....	Select and Ultimate. 7.50% year one, 6.50% year two, 6.00% year three, 5.50% year four, 5.00% year five, 3.75% ultimate rate.
Cost of living adjustments.....	3.0% of the first \$13,000 of a members retirement allowance is assumed to be granted every year.
Rates of retirement.....	Varies based upon age for general employees, police and fire employees.

Rates of disability.....	Disability is assumed to be 45% ordinary and 55% accidental for Group 1 and Group 2 and 10% ordinary and 90% accidental for Group 4.
Mortality Rates:	
Pre-Retirement.....	The RP-2000 mortality table (sex-distinct) projected with scale BB and Generational Mortality. During employment the healthy employee mortality table was used. Post-employment the healthy annuitant table is used.
Disabled Retiree.....	The RP-2000 mortality table for healthy annuitants (sex-distinct) projected with scale BB and Generational Mortality set-forward by two years. Death is assumed to be due to the same cause as the disability 40% of the time.
Investment rate of return/Discount rate.....	8.00% per year.

Investment policy - The pension plan's policy in regard to the allocation of invested assets is established by PRIT. Plan assets are managed on a total return basis with a long-term objective of achieving a fully funded status for the benefits provided through the pension plan.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation of 3.0%) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of geometric real rates of return for each major asset class included in the pension plan's target asset allocation as of January 1, 2014 are summarized in the following table:

Asset Class	Long-Term Expected Real Rate of Return	Long-Term Expected Asset Allocation
Core Bonds.....	0.97%	13.00%
Value-Added Bonds.....	3.80%	10.00%
Large Cap Equities.....	4.61%	14.50%
Mid/Small Cap Equities.....	4.85%	3.50%
International Equities.....	5.10%	16.00%
Emerging Market Equities.....	6.31%	6.00%
Private Equity.....	6.55%	10.00%
Real Estate.....	3.40%	10.00%
Timber/Natural Resources.....	3.64%	4.00%
Hedge Funds.....	3.64%	9.00%
Cash/Portfolio Completion.....	0.00%	4.00%

Discount rate: The discount rate used to measure the total pension liability was 8.0%. The projection of cash flows used to determine the discount rate assumed plan member contributions will be made at the current contribution rate and that contributions will be made at rates equal to the actuarially determined contribution rate. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the net position liability to changes in the discount rate. The following presents the net position liability, calculated using the discount rate of 8.0%, as well as what the net position liability would be if it were calculated using a discount rate that is 1-percentage-point lower (7.00%) or 1-percentage-point higher (9.00%) than the current rate:

	1% Decrease (7.00%)	Current Discount (8.00%)	1% Increase (9.00%)
The Town's proportionate share of the net pension liability.....	\$ 9,158,180	\$ 7,449,402	\$ 6,128,727

Pension plan fiduciary net position - Detailed information about the pension plan's fiduciary net position is available in the separately issued Essex Regional Retirement System financial report.

NOTE 11 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS

Plan Description – The Town of Wenham administers a single-employer defined benefit healthcare plan (“the Retiree Health Plan”). The plan provides healthcare, dental, and life insurance for eligible retirees and their spouses through the Town’s group health insurance plan, which covers both active and retired members. Chapter 32B of the MGL assigns authority to establish and amend benefit provisions of the plan. Benefit provisions are negotiated between the Town and the unions representing Town employees and are renegotiated each bargaining period. The Retiree Health Plan does not issue a publicly available financial report.

Funding Policy – Contribution requirements are also negotiated between the Town and union representatives. The required contribution is based on a pay-as-you-go financing requirement. The Town contributes 75 percent of the cost of current-year premiums for eligible retired plan members and their spouses. Plan members receiving benefits contribute the remaining 25 percent of their premium costs.

The Commonwealth of Massachusetts passed legislation that has allowed the Town to establish the postemployment benefit trust fund and to enable the Town to raise taxes necessary to begin pre-funding its OPEB liabilities. The Town voted to approve its OPEB trust fund, and as of year-end, has pre-funded OPEB liabilities in the amount of \$45,662.

Annual OPEB Cost and Net OPEB Obligation – The Town’s annual OPEB cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The components of the Town’s annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Town’s net OPEB obligation are summarized in the following table:

Annual required contribution.....	\$ 482,295
Amortization of Actuarial (Gains) / Losses.....	81,201
Adjustments to annual required contribution.....	(76,082)
Interest on net OPEB obligation.....	<u>54,728</u>
Annual OPEB cost (expense).....	542,142
Expected Benefit Payment.....	<u>(159,749)</u>
Increase/(Decrease) in OPEB Obligation.....	382,393
Net OPEB Obligation - beginning of year.....	<u>1,368,206</u>
Net OPEB Obligation - end of year.....	<u>\$ 1,750,599</u>

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for 2016 and the previous two years was as follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
6/30/2016	\$ 542,142	29%	\$ 1,750,599
6/30/2015	419,397	40%	\$ 1,368,206
6/30/2014	402,612	41%	1,118,393

Funded Status and Funding Progress – The funded status of the plan as of the most recent actuarial valuation dates are as follows:

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Liability (AAL) Projected Unit Credit (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
7/1/2015	\$ 25,371	\$ 5,059,967	\$ 5,034,596	1%	\$ N/A	N/A
7/1/2012	-	4,006,943	4,006,943	0%	3,385,097	118.4%
7/1/2009	-	4,053,759	4,053,759	0%	3,153,907	128.5%

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Actuarial Methods and Assumptions – Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the July 1, 2015, actuarial valuation, actuarial liabilities were determined using the projected unit credit cost method. The actuarial assumptions included a 4.0% investment return assumption, which is based on the expected yield on the assets of the Town, calculated based on the funded level of the plan at the valuation date, and an annual medical/drug cost trend rate of 5% initially, graded to 6% over 3 years and included a 2.5% inflation assumption. The UAAL is being amortized over a 30 year period, with a flat dollar amortization. The remaining amortization period at June 30, 2016 is 24 years.

NOTE 12 – RISK FINANCING

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance. The Town participates in premium-based health care plans for its employees and retirees. The Town participates in a premium-based workers' compensation insurance plan for its employees.

The amount of settlements has not exceeded the coverage in any of the last three years.

NOTE 13 – CONTINGENCIES

The Town participates in a number of federal award programs. These programs are subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

Various legal actions and claims are pending against the Town. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, at June 30, 2016, cannot be ascertained, management believes any resulting liability should not materially affect the financial position of the Town at June 30, 2016.

NOTE 14 – SUBSEQUENT EVENTS

Management has evaluated subsequent events through October 13, 2016 which is the date the financial statements were available to be issued.

NOTE 15 – IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS

During 2016, the following GASB pronouncements were implemented:

- GASB Statement #72, *Fair Value Measurement and Application*. Notes to the basic financial statements were changed to provide additional disclosure on fair value measurement.
- GASB Statement #76, *The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments*. This pronouncement did not impact the basic financial statements.

The following GASB pronouncements will be implemented in the future:

- The GASB issued Statement #73, *Accounting and Financial Reporting for Pensions and Related Assets That Are Not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68*. The provisions of this Statement are effective for 2016—except those provisions that address employers and governmental non-employer contributing entities for pensions that are not within the scope of Statement 68, which is required to be implemented in 2017.
- The GASB issued Statement #74, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*, which is required to be implemented in 2017.
- The GASB issued Statement #75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, which is required to be implemented in 2018.
- The GASB issued Statement #77, *Tax Abatement Disclosures*, which is required to be implemented in 2017.
- The GASB issued Statement #78, *Pensions Provided through Certain Multiple-Employer Defined Benefit Pension Plans*, which is required to be implemented in 2017.
- The GASB issued Statement #79, *Certain External Investment Pools and Pool Participants*, which is required to be implemented in 2016 with certain provisions to be implemented in 2017.
- The GASB issued Statement #80, *Blending Requirements for Certain Component Units – an amendment of GASB Statement #14*, which is required to be implemented in 2017.
- The GASB issued Statement #81, *Irrevocable Split-Interest Agreements*, which is required to be implemented in 2018.
- The GASB issued Statement #82, *Pension Issues – an amendment of GASB Statements #67, #68, and #73*, which is required to be implemented in 2018.

Management is currently assessing the impact the implementation of these pronouncements will have on the basic financial statements.

This page intentionally left blank.

Required Supplementary Information

Budgetary Comparison Schedules

The General Fund is the general operating fund of the Town. It is used to account for all of the Town's financial resources, except those required to be accounted for in another fund.

The Community Preservation Fund is used to account for the proceeds of a surcharge to real estate taxes along with a matching state grant.

GENERAL FUND
SCHEDULE OF REVENUES AND EXPENDITURES
BUDGETARY BASIS - BUDGET AND ACTUAL

YEAR ENDED JUNE 30, 2016

	Budgeted Amounts			
	Amounts Carried Forward From Prior Year	Initial Budget	Original Budget	Final Budget
REVENUES:				
Real estate and personal property taxes, net of tax refunds.....	\$ -	\$ 13,208,207	\$ 13,208,207	\$ 13,208,207
Motor vehicle and other excise taxes.....	-	551,671	551,671	551,671
Intergovernmental.....	-	1,110,180	1,110,180	1,110,180
Departmental and other.....	-	414,000	414,000	414,000
Investment income.....	-	1,700	1,700	1,700
Miscellaneous.....	-	-	-	-
TOTAL REVENUES.....	-	15,285,758	15,285,758	15,285,758
EXPENDITURES:				
Current:				
General government.....	48,131	1,187,615	1,235,746	1,326,002
Public safety.....	1,234	2,140,020	2,141,254	2,142,097
Education.....	-	8,196,009	8,196,009	8,187,049
Public works.....	105	1,180,398	1,180,503	1,167,084
Human services.....	2,096	152,799	154,895	154,859
Culture and recreation.....	-	943,060	943,060	943,060
Pension benefits.....	-	580,420	580,420	570,420
Property and liability insurance.....	-	120,000	120,000	120,000
Employee benefits.....	1,480	716,859	718,339	721,719
Claims and judgments.....	-	47,000	47,000	2,400
State and county charges.....	-	219,987	219,987	219,987
Debt service:				
Principal.....	-	462,800	462,800	462,800
Interest.....	-	91,828	91,828	91,828
TOTAL EXPENDITURES.....	53,046	16,038,795	16,091,841	16,109,305
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES...	(53,046)	(753,037)	(806,083)	(823,547)
OTHER FINANCING SOURCES (USES):				
Transfers in.....	-	328,037	328,037	333,037
Prior year carryforward appropriations.....	53,046	-	53,046	53,046
Free cash.....	-	425,000	425,000	430,000
Other amounts raised and used.....	-	-	-	7,464
TOTAL OTHER FINANCING SOURCES (USES).....	53,046	753,037	806,083	823,547
NET CHANGE IN FUND BALANCE.....	-	-	-	-
BUDGETARY FUND BALANCE, Beginning of year.....	-	-	1,592,228	1,592,228
BUDGETARY FUND BALANCE, End of year.....	\$ -	\$ -	\$ 1,592,228	\$ 1,592,228

See notes to required supplementary information.

Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance To Final Budget
\$ 13,453,954	\$ -	\$ 245,747
713,311	-	161,640
1,142,349	-	32,169
533,801	-	119,801
2,216	-	516
12,178	-	12,178
15,857,809	-	572,051
1,092,619	2,528	230,855
1,989,062	1,975	151,060
8,158,490	-	28,559
1,056,950	5,101	105,033
138,345	1,114	15,400
883,050	53,868	6,142
563,272	-	7,148
116,812	-	3,188
646,053	19,250	56,416
2,400	-	-
219,987	-	-
462,800	-	-
91,828	-	-
15,421,668	83,836	603,801
436,141	(83,836)	1,175,852
333,293	-	256
-	-	(53,046)
-	-	(430,000)
-	-	(7,464)
333,293	-	(490,254)
769,434	(83,836)	685,598
1,592,228	-	-
\$ 2,361,662	\$ (83,836)	\$ 685,598

COMMUNITY PRESERVATION FUND
SCHEDULE OF REVENUES AND EXPENDITURES
BUDGETARY BASIS - BUDGET AND ACTUAL

YEAR ENDED JUNE 30, 2016

	Original and Final Budget	Actual Budgetary Amounts	Variance To Final Budget
<u>REVENUES:</u>			
Community preservation surcharge.....	\$ 285,000	\$ 317,718	\$ 32,718
Community preservation state match.....	115,000	179,706	64,706
Investment income.....	-	5,181	5,181
	<u>400,000</u>	<u>502,605</u>	<u>102,605</u>
<u>EXPENDITURES:</u>			
Current:			
Community preservation expenditures.....	863,880	320,071	543,809
Debt service:			
Principal.....	117,800	117,800	-
Interest.....	32,922	32,922	-
	<u>1,014,602</u>	<u>470,793</u>	<u>543,809</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....	<u>(614,602)</u>	<u>31,812</u>	<u>646,414</u>
BUDGETARY FUND BALANCE, Beginning of year.....	<u>2,605,657</u>	<u>2,605,657</u>	<u>-</u>
BUDGETARY FUND BALANCE, End of year.....	\$ <u>1,991,055</u>	\$ <u>2,637,469</u>	\$ <u>646,414</u>

See notes to required supplementary information.

Pension Plan Schedules

The Schedule of the Town's Proportionate Share of the Net Pension Liability presents multi-year trend information on the Town's net pension liability and related ratios.

The Schedule of Contributions presents multi-year trend information on the Town's required and actual contributions to the pension plan and related ratios.

These schedules are intended to present information for ten years. Until a ten year trend is compiled, information is presented for those years for which information is available.

**SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE
OF THE NET PENSION LIABILITY
ESSEX REGIONAL RETIREMENT SYSTEM**

	December 31, 2014	December 31, 2015
Town's proportion of the net pension liability (asset).....	1.99%	2.05%
Town's proportionate share of the net pension liability (asset)..... \$	6,750,090	\$ 7,499,402
Town's covered employee payroll..... \$	2,472,907	\$ 2,579,576
Town's net pension liability as a percentage of covered-employee payroll.....	272.96%	290.72%
Plan fiduciary net position as a percentage of the total pension liability.....	52.27%	51.01%

Note: this schedule is intended to present information for 10 years.
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**SCHEDULE OF CONTRIBUTIONS
ESSEX REGIONAL RETIREMENT SYSTEM**

	2014	2015
Actuarially determined contribution.....	\$ 510,403	\$ 563,272
Contributions in relation to the actuarially determined contribution.....	<u>510,403</u>	<u>563,272</u>
Contribution deficiency (excess).....	<u>\$ -</u>	<u>\$ -</u>
Covered-employee payroll.....	\$ 2,472,907	\$ 2,579,576
Contributions as a percentage of covered- employee payroll.....	20.64%	21.84%

Note: this schedule is intended to present information for 10 years.
Until a 10-year trend is compiled, information is presented for those
years for which information is available.

See notes to required supplementary information.

Other Postemployment Benefit Plan Schedules

The Schedule of Funding progress compares, over time, the actuarial accrued liability for benefits with the actuarial value of accumulated plan assets.

The Schedule of Employer Contributions presents multi-year trend information for required and actual contributions relating to the plan.

The Schedule of Actuarial Methods and Assumptions presents factors that significantly affect the identification of trends in the amounts reported.

OTHER POSTEMPLOYMENT BENEFIT PLAN
SCHEDULE OF FUNDING PROGRESS AND EMPLOYER CONTRIBUTIONS

Schedule of Funding Progress

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Projected Unit Credit (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
7/1/2015	\$ 25,371	\$ 5,059,967	\$ 5,034,596	1%	\$ N/A	N/A
7/1/2012	-	4,006,943	4,006,943	0%	3,385,097	118.4%
7/1/2009	-	4,053,759	4,053,759	0%	3,153,907	128.5%

Schedule of Employer Contributions

Year Ended	Annual Required Contribution	Actual Contributions Made	Percentage Contributed
6/30/2016	\$ 482,295	\$ 159,749	33%
6/30/2015	400,880	169,584	42%
6/30/2014	393,555	166,119	42%
6/30/2013	393,382	161,613	41%
6/30/2012	376,232	164,212	44%

See notes to required supplementary information.

OTHER POSTEMPLOYMENT BENEFIT PLAN
ACTUARIAL METHODS AND ASSUMPTIONS

Actuarial Methods:

Valuation date.....	July 1, 2015
Actuarial cost method.....	Entry age normal
Amortization method.....	Amortized as a level dollar amount
Remaining amortization period.....	24 years as of July 1, 2015
Asset valuation method.....	Market value

Actuarial Assumptions:

Investment rate of return.....	4.0%, per year
Medical/drug cost trend rate.....	5.0% graded to 6.0% over 3 years

Plan Membership:

Current retirees, beneficiaries, and dependents...	31
Current active members.....	<u>40</u>
Total.....	<u><u>71</u></u>

See notes to required supplementary information.

NOTE A – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**A. Budgetary Information**

Municipal Law requires the Town to adopt a balanced budget that is approved by the Finance Committee (Committee). The Committee presents an annual budget to the Open Town Meeting, which includes estimates of revenues and other financing sources and recommendations of expenditures and other financing uses. Town Meeting, which has full authority to amend and/or reject the budget or any individual line item, adopts the expenditure budget by majority vote. Increases or decreases subsequent to the approval of the annual budget require a vote at a Special Town Meeting.

The majority of the Town's appropriations are non-continuing which lapse at the end of each year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior year be carried forward and made available for spending in the current year. These carry forwards are included as part of the subsequent year's original budget.

Generally, expenditures may not exceed the legal level of spending authorized for an appropriation account. However, the Town is statutorily required to pay debt service, regardless of whether such amounts are appropriated. Additionally, expenditures for disasters, natural or otherwise, and final judgments may exceed the level of spending authorized by majority vote at Town Meeting.

The Town adopts an annual budget for the General Fund in conformity with the guidelines described above. The original 2016 budget for the General Fund includes current year appropriations and other amounts to be raised of \$16,039,000 and continuing appropriations from prior year of \$53,000.

The Town adopts an annual budget for the Community Preservation Fund in conformity with the guidelines described above. The original and final 2016 budget includes current and prior year appropriations of \$1,015,000 and budgeted revenues of \$400,000.

The Town Accountant has the responsibility to ensure that budgetary control is maintained on an individual line item appropriation account basis. Budgetary control is exercised through the Town's accounting system.

B. Budgetary - GAAP Reconciliation

For budgetary financial reporting purposes, the Uniform Municipal Accounting System basis of accounting (established by the Commonwealth of Massachusetts (Commonwealth)) is followed, which differs from the GAAP basis of accounting. A reconciliation of budgetary basis to GAAP basis results for the General Fund for the year ended June 30, 2016, is presented below:

	General Fund	Community Preservation Fund
Net change in fund balance - budgetary basis.....	\$ 769,434	\$ 31,812
<u>Perspective difference:</u>		
Activity of the stabilization fund recorded in the general fund for GAAP.....	(323,752)	-
<u>Basis of accounting differences:</u>		
Net change in recording 60-day receipts accrual.....	(41,372)	-
Net change in fund balances - GAAP basis.....	\$ <u>404,310</u>	\$ <u>31,812</u>

NOTE B – PENSION PLANChanges in Assumptions:

The principal actuarial assumptions used in this valuation are the same as the prior valuation except for the following change.

Amounts reported in the January 1, 2014 actuarial valuation reflect an adjustment of the mortality assumptions which are based upon the RP-2000 (sex distinct) Employee Mortality Table increased with generational mortality and Scale BB. The previous actuarial valuation, January 1, 2013 used an 18 year projection with Scale AA.

NOTE C – OTHER POSTEMPLOYMENT BENEFITS PLAN

The Town administers a single-employer defined benefit healthcare plan (“The Retiree Health Plan”). The plan provides lifetime healthcare, dental, and life insurance for eligible retirees and their spouses through the Town’s group health insurance plan, which covers both active and retired members.

The Town currently finances its other postemployment benefits (OPEB) on a pay-as-you-go basis. As a result, the funded ratio (actuarial value of assets expressed as a percentage of the actuarial accrued liability) is 0%. In accordance with Governmental Accounting Standards, the Town has recorded its OPEB cost equal to the actuarial determined annual required contribution (ARC) which includes the normal cost of providing benefits for the year and a component for the amortization of the total unfunded actuarial accrued liability of the plan.

The Schedule of Funding Progress presents multi-year trend information which compares, over time, the actuarial accrued liability for benefits with the actuarial value of accumulated plan assets.

Projections of benefits for financial reporting purposes are based on the substantive plan and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

The Schedule of Employer Contributions presents multi-year trend information for required and actual contributions relating to the plan.

The Schedule of Actuarial Methods and Assumptions presents factors that significantly affect the identification of trends in the amounts reported.